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UNIVERSITY OF KENTUCKY



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INVENTORY OF
FEDERAL ARCHIVES
IN THE STATES

SERIES III
THE DEPARTMENT OF THE TREASURY
No 41
TENNESSEE

SURVEY OF FEDERAL ARCHIVES
WORK PROJECTS ADMINISTRATION
DIVISION OF PROFESSIONAL AND SERVICE PROJECTS
NEW ORLEANS, LOUISIANA

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives
Division of Professional and Service Projects
Work Projects Administration

The National Archives
and
Louisiana State University
Cooperating Sponsors

SERIES III.

THE DEPARTMENT OF TREASURY

NO. 41.

TENNESSEE

New Orleans, Louisiana
The Survey of Federal Archives
1938 - 1939

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

The Survey of Federal Archives

Philip M. Hamer, National Director
Stanley C. Arthur, State Supervisor

The Survey of Federal Archives
Division of Professional and Service Projects
Work Projects Administration

The National Archives
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Louisiana State University
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THE DEPARTMENT OF TREASURY
NO. 11
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The Survey of Federal Archives
1938 - 1939

PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937.

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in the National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Tennessee the work of the Survey was under the direction of Judge Samuel C. Williams with Mr. Lowe Watkins, who later succeeded him as director, as his assistant. In May 1937, Tennessee was added to the region under the direction of Mr. Stanley C. Arthur of New Orleans, with Mr. John S. Luton as state supervisor. This Inventory of the records of the Department of the Treasury in Tennessee was prepared in the New Orleans office of the Survey under the direction of Mrs. Norris Fazekas, editor-in-chief and supervisor, and was edited before final typing by Dr. Erik Achorn of the Washington office.

Stanley C. Arthur
State Supervisor
Survey of Federal Archives
in Louisiana

New Orleans, La.
October 28, 1938

CONTENTS

	Page
ACCOUNTS AND DEPOSITS, OFFICE OF THE COMMISSIONER OF	
(not surveyed).....	1
COMPTROLLER OF THE CURRENCY, OFFICE OF THE	
Memphis, Office of National Bank Examiner.....	2
Nashville, Office of National Bank Examiner.....	3
CUSTOMS, BUREAU OF	
Chattanooga, Office of Deputy Collector.....	4
Memphis, Office of Collector.....	9
Nashville, Office of Deputy Collector.....	13
INTERNAL REVENUE, BUREAU OF	
Jackson, Accounts and Collections Unit, Office of Deputy Collector.....	21
Knoxville, Alcohol Tax Unit, Office of Investigator in Charge.....	21
Memphis, Accounts and Collections Unit, Office of Deputy Collector.....	24
Memphis, Alcohol Tax Unit, Office of Investigator and Retail Liquor Inspector in Charge.....	25
Memphis, Income Tax Unit, Office of Revenue Agent in Charge.....	29
Nashville, Offices of Collector and Income Tax Unit Agent.....	29
Nashville, Intelligence Unit, Office of Special Agent (not surveyed).....	64
NARCOTICS, BUREAU OF	
Knoxville, Office of Narcotic Agent.....	65
Memphis, Office of Narcotic Agent.....	66
Nashville, 7th District Headquarters.....	66
PROCUREMENT DIVISION	
Nashville, Office of Custodian.....	69
Nashville, State Procurement Office.....	70
PUBLIC HEALTH SERVICE, BUREAU OF	
Memphis, Malaria Investigation Office.....	74
Memphis, Marine Hospital No. 12.....	74
SECRET SERVICE DIVISION	
Memphis, Office of Operative in Charge.....	93
Nashville, Office of Operative in Charge.....	93

OFFICE OF THE COMMISSIONER OF ACCOUNTS AND DEPOSITS

STATE ACCOUNTS OFFICE

(not surveyed)

STATE DISBURSING OFFICE

(not surveyed)

OFFICE OF THE COMPTROLLER OF THE CURRENCY

MEMPHIS

OFFICE OF NATIONAL BANK EXAMINER
Federal Bldg., Front St. and Madison Ave.

This agency was established about 1916. It was housed in the Central State National Bank Building until July 3, 1926. July 3, 1926, the name of the building was changed to the First National Bank Building. June 30, 1933, the agency moved to its present location. It has jurisdiction over western Tennessee, northern Mississippi, and one bank in Caruthersville, Missouri. No records have been lost or destroyed. All reports are sent to Chief National Bank Examiner, Eighth Federal Reserve District, St. Louis, Missouri.

1. REPORTS OF BANK EXAMINATIONS, 1933 - Dec. 31, 1936. Standard Form 1012, public vouchers for reimbursement of travel and other expenses; Form 1401, verifying balances with U. S. Treasury or other public officials; Form 1404, detailed statement of accounts; Form 1406, requests for lists of assets; Form 1424, examiner's report of conditions; Treas. Form 1425-C, covering slow and doubtful papers and losses on loans; Treas. Form 1432, for examining list of real estate loans; and Form 1425, covering indebtedness of officers, directors, and their interests; with correspondence pertaining to examinations. Arranged alphabetically. (Frequently, official.) 9 x 15 folders, 16 ft., in 8 drawers of wooden filing cases. R. 208. (2009)
2. GENERAL CORRESPONDENCE, 1934 to date. Correspondence with the Comptroller and with St. Louis, pertaining to examinations. Arranged by dates. (Frequently, official.) 9 $\frac{1}{2}$ x 12 folders, 4 ft., in 2 drawers of wooden filing case. R. 208. (2006)
3. RECORD OF BONDS, July 1 - Dec. 31, 1936. Form 1485, Comptroller of Currency investment sheets; and Form 1487, Comptroller of Currency individual trust line sheets; record of certificates of deposit, dividend checks, and outstanding stock of banks examined. Arranged alphabetically by banks. (Frequently, official.) 5 x 8 cards, 4 ft., in 2 drawers of wooden filing case. R. 208. (2007)
4. OLD LINE CARDS, July 1936 to date. Name of bank, name of borrower, amount of notes, credits, and present indebtedness. Arranged by names of banks. (Frequently, official.) 5 x 8 bundles, 2 ft., in drawer of wooden filing case. R. 208. (2008)

NASHVILLE

OFFICE OF NATIONAL BANK EXAMINER
Custom House, Eighth Ave. and Broad St.

This agency was established about 1913, at its present address. Useless papers are destroyed after three years, in accordance with regulations governing their disposal. The last destruction of useless papers occurred in 1933. All other records have been retained.

5. REPORTS OF EXAMINATIONS OF BANKS, Jan. 1933 to date. Correspondence, reports, and tabulations pertaining to examination of banks. Filed alphabetically by towns. (Frequently, official.) $8\frac{1}{2}$ x 14 folders, 3 ft. 6 in., in 2 drawers of wooden filing case. R. 328. (1664)

6. LINE CARDS, Aug. 1933 to date. Show line of credit of all borrowers from different banks examined. Filed alphabetically by banks. (Frequently, official.) $5\frac{1}{4}$ x 8 bundles, 4 ft., in drawer of wooden filing case. R. 328. (1484)

7. WORK PAPERS, Jan. 1 - Aug. 1936. Made up by examiner as he proceeds with examination; also adding machine tape and memoranda. Filed by banks. (Frequently, official.) 5 x 10 envelopes, 3 ft., in drawer of wooden filing case. R. 328. (1483)

BUREAU OF CUSTOMSCHATTANOOGA

OFFICE OF DEPUTY COLLECTOR

Post Office and Court House, 9th St. and Georgia Ave.

The date of establishment of this agency is not known. It was housed in the Old Post Office Building from 1893 to 1933, at which time it moved to its present address. Other buildings it might have occupied prior to 1893 are not known. Useless papers are destroyed in accordance with regulations governing their disposal. All other records are retained. All reports are sent to Memphis.

8. INDEX TO ENROLLMENTS AND LICENSES, 1919 - 1936. (Frequently, official.) 14 x 20 vol., 3 in., on table. R. 209. (34)

9. RECORD OF VESSELS, Sept. 22, 1881 - May 18, 1931. Reports and records. Indexed. (Rarely, official.) 12 x 16 vols. (47), 4 ft. 6 in., on wooden box. R. 32. (54)

10. MAIL ENTRIES OF MERCHANDISE IMPORTED, Sept. 9, 1913 - July 21, 1926. Show date and place. Indexed. (Frequently, official.) 4½ x 6 vol., 4 in., in filing case. R. 209, vault. (58)

11. RECORD OF SEIZURES AND FINES FOR VIOLATING NAVIGATION LAWS, Aug. 9, 1916 - Jan. 17, 1933. Reports and tabulations. (Monthly, official.) 8 x 16 vol., 1 in., in vault. R. 209. (87)

12. C.V.R. (CLASSIFICATION VALUATION RECORD) INDEX, Dec. 2, 1916 - Mar. 31, 1922. Arranged alphabetically. (Monthly, official.) 3 x 6 cards, 1 ft., in filing case and in card cabinet. R. 209, vault. (92)

13. DISMANTLED AND TRANSFERRED VESSELS, 1917 - July 14, 1933. Entry records and reports. (Rarely, official.) 10 x 12 envelopes, 2 ft., in drawer of filing cabinet. R. 32. (51)

14. VESSELS, 1919 - 1936. Complete records and history of steam and gasoline boats. Index. (Occasionally, official.) 10 x 12 envelopes, 2 ft., in filing case. R. 209. (15)

15. DUTIABLE ENTRIES, Apr. 1919 - Mar. 1933. Record of liquidation. (Monthly, official.) 8 x 12 vol. and loose-leaf book, 2 in., in vault. R. 209. (90)

16. RECORD OF CONSUMPTION ENTRIES, Apr. 1919 - Jan. 1936. Indexed.

(Older records, rarely; later ones, frequently, official.) 10 x 12 loose-leaf book, 3 in., in vault. R. 209. (69)

17. MONTHLY REPORT, Apr. 4, 1919 to date. (Rarely, official.) 8 x 12 vol., 6 in., in vault. R. 209. (89)

18. LICENSES, COPIES, Oct. 19, 1919 to date. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index, 2 ft. (Semimonthly, official.) $12\frac{1}{2}$ x 20 vol., 2 in., on shelf under table. R. 209. (31)

19. NAVIGATION ACCOUNT, July 7, 1920 - May 1928. Record of navigation fees, etc. Indexed. (Rarely, official.) 10 x 12 loose-leaf books, 4 in., in vault. R. 209. (75)

20. COMMERCE FORMS, July 26, 1920 - June 1923. Entry records and reports. 14 x 20 vol. index, 6 in. (Rarely, official.) 10 x 12 envelopes, 2 ft., in drawers of cabinet. R. 32. (47)

21. CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE, Aug. 24, 1920 - 1936. $3\frac{1}{2}$ x $4\frac{1}{2}$ card index. (Frequently, official.) 14 x 20 vol., 2 in., on table. R. 209. (30)

22. SALE OF BLANKS, Nov. 19, 1922 - June 1932. Account of salable customs blanks. Indexed. (Rarely, official.) 4 x $8\frac{1}{2}$ loose-leaf book, 2 in., in vault. R. 209. (60)

23. ENTRIES, 1923 - 1928. Record of entries of foreign merchandise. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index, 2 ft. (Monthly, official.) 10 x 12 envelopes, 4 ft., in filing case. Dirty. R. 32. (53)

24. PUBLIC HEALTH SERVICE, 1923 - 1934. Health reports and bills for services. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index, 2 ft. (Rarely, official.) 10 x 12 envelopes, 2 ft., in filing case. Dirty. R. 32. (52)

25. RECEIPTS, Feb. 21, 1924 - Dec. 4, 1934. Covering goods. (Rarely, official.) 4 x 8 and 6 x 8 books, 6 in. R. 209, vault. (57)

26. BONDS, Sept. 2, 1924 - Jan. 12, 1936. Warehouse entry bonds. (Yearly, official.) 9 x 12 loose-leaf book, 1 in., on steel shelf. R. 209, vault. (83)

27. ANNUAL REPORT AND RECORD OF COLLECTIONS AND MISCELLANEOUS, 1925 - 1931. Miscellaneous transactions from all departments on regular and letter forms. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index, 6 in. (Rarely, official.) Envelopes, 6 in., on steel shelf. Dirty. R. 32. (55)

28. RECORDS AND CORRESPONDENCE, 1926. Treasury and Commerce records and correspondence. (Rarely, official.) 10 x 12 envelopes, 2 ft., in drawers of steel cabinet. Dirty. R. 32. (46)

29. DEPARTMENT OF COMMERCE REPORT ON EX-VESSELS, 1926 - 1935. Vessels discarded or out of commission. Index. 10 x 12 envelopes, 2 ft., in filing case. R. 209. (16)

30. DRAWBACK ENTRIES, Feb. 4, 1926 - May 10, 1930. Entries or reports. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index, 2 ft. (Rarely, official.) 10 x 12 envelopes, 2 ft., in drawers of filing cabinet. Dirty. R. 32. (36)

31. NAVIGATION ACCOUNT AND REPORT, Jan. 1928 - Jan. 1, 1933. Record of navigation fees and tax. (Occasionally, official.) Vol., 2 in., in vault. R. 209. (71)

32. SUPPLEMENTARY REPORTS, 1928 to date. Current incomplete reports. Index. (Frequently, official.) 10 x 12 envelopes, 2 ft., in filing case. R. 209. (12)

33. RECORD OF FREE ENTRIES, July 1928 - Dec. 1935. Cat. 5151-D, covering imports. Indexed. (Frequently, official.) $5\frac{1}{2}$ x $9\frac{1}{4}$ book, 1 in., in vault. R. 209. (79)

34. MONTHLY REPORT OF TRANSACTIONS, July 1928 - Apr. 1936. Indexed. (Frequently, official.) 9 x 15 vol. and loose-leaf book, 2 in., in vault. R. 209. (73)

35. RECORD OF COLLECTIONS AND SALE OF BLANKS, July 1928 - Apr. 1936. Form 5159, record of voucher numbers of sales, blanks, etc. Indexed. (Frequently, official.) 9 x 12 vol. and loose-leaf book, 1 in., in vault. R. 209. (66)

36. RECORD OF COLLECTIONS ON MAIL AND INFORMAL BAGGAGE ENTRIES, July 1928 - Apr. 1936. (Monthly, official.) $9\frac{1}{2}$ x 15 sheets, 2 in. R. 209, vault. (68)

37. RECORD OF INCREASED AND ADDITIONAL DUTIES, July 1928 - Apr. 1936. Cat. 5155, for increased, additional, and supplementary duties collected. Indexed. (Frequently, official.) $9\frac{1}{2}$ x 12 vol. and loose-leaf book, 1 in., in vault. R. 209. (67)

38. RECORD, I. T. AND BAGGAGE, July 1928 - Apr. 1936. Record of I. T. and baggage entries received in bond from other ports. Indexed. (Older records, rarely; later ones, frequently, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., in vault. R. 209. (62)

39. ENTRIES AND G. O. MERCHANDISE, July 14, 1928 - May 28, 1930. Liquidated entries. Index. (Rarely, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (11)

40. DAILY RECORD AND SUMMARY OF DEPOSITS, July 14, 1928 - June 30, 1934. Record of collections and deposits. Indexed. (Daily, official.) 8 x 12 vol., 3 in., in vault. R. 209. (72)

41. SCHEDULE OF CERTIFICATES OF DEPOSIT, Nov. 1928 - Apr. 1936. Indexed. (Older records, rarely; later ones, frequently, official.) $9\frac{1}{2}$ x 15 vol., 1 in., in vault. R. 209. (81)

42. RECORD OF G. O. MERCHANDISE, Feb. 1, 1929 - Dec. 6, 1935.

Cat. 5209, general record of merchandise received. Indexed. (Frequently, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., in vault. R. 209. (64)

43. WAREHOUSE LEDGER, Oct. 1929 - Feb. 1936. Form 5201, warehouse record of goods, showing where entered, withdrawn, and delivered. Indexed. (Rarely, official.) $9\frac{1}{2}$ x 12 vol., 1 in., in vault. R. 209. (80)

44. R. D. WAREHOUSE ENTRIES, Oct. 10, 1929 - Jan. 8, 1935. Completed reports. Index. (Frequently, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (9)

45. RECORD OF GOODS ENTERED FOR WAREHOUSE, Nov. 1929 - Feb. 1936. Form 5153, record of goods entered in bond. Indexed. (Frequently, official.) $9\frac{1}{2}$ x 12 sheets, 2 in., in vault. R. 209. (74)

46. TREASURY CIRCULAR LETTERS, July 1930 - July 1, 1933. $3\frac{1}{4}$ x $4\frac{1}{4}$ card index, 1 ft. 6 in. (Rarely, official.) 10 x 12 envelopes, 2 ft., in filing case. Dirty. R. 32. (49)

47. CURRENT DRAWBACKS, July 5, 1930 - Nov. 8, 1935. Notices of intent, etc. Indexed. (Frequently, official.) 10 x 12 envelopes, 1 ft., in filing case and in vault. R. 209. (77)

48. DRAWBACK ENTRIES, Oct. 9, 1930 - Mar. 9, 1936. Liquidated. Index. (Monthly, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (8)

49. COPYRIGHTS, NAMES OF AUTHORS, 1931 - 1936. (Frequently, official.) $2\frac{1}{2}$ x $4\frac{1}{2}$ cards, 1 ft. 6 in., in filing case. R. 209. (32)

50. COPYRIGHTS, NAMES OF BOOKS, 1931 - 1936. Record of books copyrighted. Indexed. (Frequently, official.) $3\frac{1}{2}$ x $4\frac{1}{2}$ cards, 1 ft. 6 in., in filing case. R. 209. (33)

51. GENERAL AND MISCELLANEOUS RECORDS, 1931 - 1936. Correspondence and reports. Index. (Frequently, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (14)

52. PUBLIC HEALTH RECORDS, 1931 - 1936. Pertaining to sick and injured seamen. Index. 10 x 12 envelopes, 2 ft., in filing case. R. 209. (13)

53. VESSELS, 1931 - 1936. Record of boats used on Tennessee River, giving complete history, conditions, and dates. $3\frac{1}{4}$ x $4\frac{1}{2}$ card index. (Frequently, official.) 8 x 12 vol., 1 ft. 6 in., in steel vault. R. 209. (82)

54. ABSTRACT OF TONNAGE, June 30, 1931 - Mar. 31, 1936. (Monthly, official.) 12 x 18 loose-leaf books, 1 in. R. 209, vault. (85)

55. CURRENT ENTRIES, July 7, 1931 - July 1, 1935. Liquidated.

Indexed. (Frequently, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (17)

56. MERCHANDISE WITHDRAWALS, 1932 - 1936. Record and schedule of duties collected. (Frequently, official.) 10 x 12 vol., 2 in., in vault. R. 209. (70)

57. RECORD AND SCHEDULE OF NAVIGATION FEES, ETC., Apr. 1933 - July 1, 1935. Cat. 3110. Indexed. (Frequently, official.) 10 x 12 loose-leaf books, 2 in., in vault. R. 209. (65)

58. NOTICES OF INTENT TO EXPORT ARTICLES WITH BENEFIT OF DRAWBACK, May 25, 1933 - Jan. 13, 1936. Indexed. 8 x 12 loose-leaf book, 2 ft., in filing case. R. 209, vault. (91)

59. STORAGE RECEIPTS, May 25, 1933 - Jan. 13, 1936. Form 5109. Indexed. (Rarely, official.) 4 x 10 and 6 x 8 receipt books, 4 in., in filing case. R. 209, vault. (93)

60. INFORMAL BAGGAGE ENTRIES, Oct. 6, 1933 - 1936. Receipts for merchandise entered. Indexed. (Frequently, official.) $5\frac{1}{2}$ x $9\frac{1}{4}$ loose-leaf books, 1 in., in vault. R. 209. (78)

61. RECORD AND SCHEDULE OF REPAYMENTS AND REIMBURSABLE COLLECTIONS, 1934 - 1936. Indexed. (Frequently, official.) 10 x 12 vol. and loose-leaf book, 2 in., in vault. Bindings broken. R. 209. (59)

62. RETURNED RECEIPTS, 1934 - 1936. For merchandise or money received. Indexed. (Daily, official.) Various sized sheets and loose-leaf books, 2 in., in filing case and in vault. R. 209. (76)

63. DAILY REPORT, July 7, 1934 to date. Form 5207-B, daily record of collections, deposits, and balances. (Daily, official.) 9 x 12 vol., 3 in., in vault. R. 209. (88)

64. REFUNDS, TRANSFERS, ETC., Sept. 1934 - June 1935. Form 7275, record of special deposits on account of services of officers. Indexed. (Frequently, official.) 9 x 12 loose-leaf book, 1 in., in vault. R. 209. (61)

65. MAIL ENTRIES, Dec. 17, 1934 - June 10, 1935. Importations through the mail. Indexed. (Frequently, official.) Various sized books, 2 in., in vault. R. 209. (63)

66. SUMMARY OF COLLECTIONS, DEPOSITS, AND BALANCES, July 1935 - Apr. 1936. Form 7283. (Frequently, official.) 8 x 12 loose-leaf books, 6 in., on steel shelf. R. 209, vault. (84)

67. TRANSMITTING LETTERS, July 12, 1935 - Apr. 16, 1936. Record of tonnage, abstract of tonnage, tabulations, etc. (Monthly, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., on steel shelf. R. 209, vault. (86)

Indexed. (Frequently, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (17)

56. MERCHANDISE WITHDRAWALS, 1932 - 1936. Record and schedule of duties collected. (Frequently, official.) 10 x 12 vol., 2 in., in vault. R. 209. (70)

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62. RETURNED RECEIPTS, 1934 - 1936. For merchandise or money received. Indexed. (Daily, official.) Various sized sheets and loose-leaf books, 2 in., in filing case and in vault. R. 209. (76)

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67. TRANSMITTING LETTERS, July 12, 1935 - Apr. 16, 1936. Record of tonnage, abstract of tonnage, tabulations, etc. (Monthly, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., on steel shelf. R. 209, vault. (86)

68. COMMERCE AND NAVIGATION, Current. Correspondence and records. Index. (Frequently, official.) 10 x 12 folders, 2 ft., in filing case. R. 209. (10)

MEMPHIS

OFFICE OF COLLECTOR

Federal Bldg., Front St. and Madison Ave.

This office was established June 10, 1880, although records in its custody date as early as 1861. The office was housed in the Sterick Building at Third and Madison Avenues during the reconstruction of the Federal Building in 1930 - 1931. Obsolete records, consisting mainly of old entry papers, have been destroyed upon proper authority. However, dates of destruction and inventory covering the records destroyed are not available. All other records are retained; none has been lost, destroyed, or sent to Washington.

69. INDEX, 1915 - 1936. Covers Comptroller, general customs, traffic acts, motor-boat file, Knoxville, Nashville, Chattanooga, powers of attorney, and titles of books copyrighted. Arranged alphabetically and numerically. (Frequently, official.) $4\frac{1}{2}$ x 6 cards, 15 ft., in 17 drawers of metal card cabinets. R. 251. (319)

70. INDEX OF MOTOR-BOATS, 1935 - 1936. List of owners, their licenses, and description of boat. Arranged alphabetically. (Frequently, official.) $3\frac{1}{2}$ x 5 cards, 1 ft., in 5 drawers of wooden cabinets. R. 249. (318)

71. RECORD OF LICENSES FOR ENROLLED VESSELS OVER 20 TONS AND BOND ENROLLMENT RECORD CONTAINING LICENSES TO OPERATE VESSELS, 1861 - 1903. Also licenses for vessels under twenty tons, bills of sale for enrolled vessels, record of conveyances, and record of wreck reports. (Rarely, official.) 8 x 15 and 12 x 16 vols., 11 ft., on 3 open wooden shelves. Damaged by vermin and careless handling, brittle, dirty, bindings broken. R. 28, basement. (300)

72. SUNDRY RECORDS, 1865 - 1910. Warehouse ledger, record of money received and deposited, record of entries, accounts current, daily record of balances on account, daily register of merchandise and duties imported at other ports, etc. Indexed. (Rarely, official.) 10 x 14 and 12 x 18 vols., 2 ft., on open wooden shelves and in open filing cabinet. Damaged by vermin and careless handling, brittle, dirty, bindings broken. R. 28, basement. (301)

73. RECORD OF LICENSED VESSELS UNDER 20 TONS, 1908 - 1936. Names of licensed vessels, owners, weight, and general description. Indexed. (Frequently, official.) 13 x 19 loose-leaf books, 6 in., in drawer of wooden filing case and on 2 open wooden shelves. R. 249. (313)

74. RECORD OF TONNAGE ADMEASUREMENTS, 1909 - 1914. Weights, heights, and deck measurements, with surveyor's certificates. Arranged alphabetically. (Frequently, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., in drawer of wooden filing case. R. 249. (312)

75. SPECIAL AGENT'S FILE, 1912 - 1924. Correspondence between special agent in charge and Collector pertaining to collection of customs on cigars, handkerchiefs, furniture, musical instruments, silk, jewelry, and other items. Filed numerically 1 - 74. (Rarely, official.) 9 x 12 envelopes, 1 ft., in drawer of steel filing case. Brittle, dirty. R. 28, basement. (302)

76. MISCELLANEOUS RECORDS, 1912 - 1925. Reports and correspondence with other districts covering olive oil, cloves, tea, cheese, fruits and preserves, machinery and parts, and other commodities; reports of appraising officer; and copies of letters to importers. Index. (Rarely, official.) 9 x 12 envelopes, 5 ft., in 3 drawers of steel filing case. Damaged by careless handling, brittle, dirty. R. 28, basement. (298)

77. NAVIGATION BUSINESS AND OLD VESSEL FILE, 1912 - 1927. Correspondence and memoranda on navigation rules and regulations, hospital service, official numbers, charters of company owning vessels, disposition of fines, navigation fines, corrected reports, violation of motor-boat laws, and admeasurement of vessels; old vessel file contains correspondence, memoranda, affirmation of new masters of vessels, certificates of inspection, and report of casualties. Filed alphabetically. (Rarely, official.) 9 x 12 envelopes, 10 ft., in 6 drawers of steel filing cases. Damaged by careless handling, brittle, dirty. R. 28, basement. (299)

78. MAIL ENTRIES OF MERCHANDISE IMPORTED, COPIES OF CERTIFICATES OF DEPOSIT AND RECEIPTS, REQUESTS FOR TRANSPORTATION, AND DISBURSING OFFICER'S CHECK BOOKS, 1913 - 1932. Mail entries of merchandise imported, showing origin of shipment, importer's name and address, and duty collected; certificates of deposit for Memphis, Nashville, and Chattanooga; entries of merchandise imported through mails; requests for transportation for employees; and disbursing officers check books, with list of persons receiving checks. Arranged numerically. (Rarely, official.) Various sized envelopes, bundles, and booklets, 10 ft. 6 in., on shelves of steel cabinet. Damaged by careless handling, brittle, dirty. R. 28, basement. (304)

79. REPORTS AND PAY VOUCHERS, 1914 - 1930. Daily, weekly, and monthly reports of Chattanooga, Knoxville, Nashville, and Memphis offices on violation of navigation laws, navigation fines, approval of estimates, copies of estimates, conference of Collectors, quarterly and annual reports, and pay vouchers for purchases and services other than personal. (Rarely, official.) 9 x 12 envelopes, 7 ft. 6 in., in 3 drawers of wooden filing case. Brittle, dirty. R. 28, basement. (303)

80. CUSTOMS INFORMATION EXCHANGE LETTERS, 1915 - 1934. Mimeographed

letters to various customs offices containing information on imports and exports of foreign countries. Card index in R. 251. (Rarely, official.) $9\frac{1}{2}$ x 12 envelopes, 3 ft. 6 in., in 2 drawers of metal filing case. R. 253. (330)

81. GENERAL CORRESPONDENCE, 1915 - 1934. From Little Rock, Knoxville, Nashville, and Chattanooga, pertaining to violations of navigation laws, unclaimed merchandise, list of vessels whose owners failed to renew their licenses, authority for transportation, travel regulations, and bonded warehouses; continuation file of Report 320, R. 251. Card index in R. 251. (Rarely, official.) $9\frac{1}{2}$ x 12 folders and envelopes, 13 ft. 6 in., in 8 drawers of metal filing cases. R. 253. (329)

82. MONTHLY REPORTS, IMPORT AND EXPORT LICENSES, CONSUMPTION ENTRIES, CORRESPONDENCE, ETC., 1917 - 1929. Reports, correspondence, and other documents relating to warehouse entries, consumption entries, monthly and weekly reports, import and export reports, licenses, and inspection of war materials, Memphis, Nashville, Knoxville, Chattanooga, and Little Rock. Filed numerically. (Rarely, official.) 9 x 12 envelopes, 4 ft. 6 in., on 2 shelves of steel filing cabinet. Damaged by careless handling, brittle, dirty. R. 28, basement. (306)

83. MAIL ENTRIES, 1918 - 1936. Receipts, showing names and addresses of people in Memphis who have received packages from foreign countries. Filed numerically. (Never.) 5 x 11 envelopes, 8 ft., in 18 drawers of wooden filing cases. R. 249. (309)

84. SALE OF BLANKS AND STORAGE RECORD, 1919 - 1926. Record of sales, storage charges, and collection of money. Arranged alphabetically. (Frequently, official.) $9\frac{1}{2}$ x 12 loose-leaf book, 1 in., on open wooden shelf. R. 249. (317)

85. CONSUMPTION ENTRIES, 1919 - 1936. Record of merchandise that is tax free and dutiable. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf books (14), 6 in., on open wooden shelf. R. 249. (307)

86. DAILY REPORTS AND RECORD AND SCHEDULE OF MISCELLANEOUS COLLECTIONS, DUTIES ON WAREHOUSE WITHDRAWALS, ETC., 1920 - 1929. Form 5161-B, record and schedule of miscellaneous collections; Form 1007, record of navigation fines and penalties; Form 5155, record of supplemental duties collected; Form 1081, record of disposition of seizures, fines, and penalties for violation of navigation laws; pertain to Memphis, Nashville, Chattanooga, Knoxville, and Little Rock. (Rarely, official.) 9 x $11\frac{1}{2}$ loose-leaf books, 4 ft. 8 in., on 2 shelves of steel cabinet. Dirty. R. 28, basement. (305)

87. IMMEDIATE TRANSPORTATION ENTRIES, 1920 - 1935. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf books, 6 in., on open wooden shelf. R. 249. (316)

88. DAILY RECORD, 1922 - 1925. Daily record of money taken in and paid out, listed under statements, deposits, collections, and balances; reports from Nashville, Knoxville, Chattanooga, and Little Rock. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf books (5), 1 ft. 1 in., on open wooden shelf. R. 249. (315)

89. CONSUMPTION ENTRIES, 1922 - 1927. From Chattanooga, Knoxville, Nashville, and Memphis, showing by whom imported, origin of shipment, invoice of merchandise, summary of entered value, examination, and appraisement, amount of duty collected, and name of vessel carrying merchandise. Arranged numerically. (Rarely, official.) 9 x 12 envelopes, 19 ft. 3 in., in 4 drawers of steel filing case and on 2 shelves of steel cabinet. Brittle, dirty. R. 28, basement. (297)

90. COMPTROLLER'S FILE, 1926 - 1935. Reports and general correspondence relative to Internal Revenue tax, customs, statistics, circular letters, and settlement of accounts; file continued in R. 251. Index in R. 251. (Rarely, official.) 9 x 12 envelopes, 3 ft., in drawer of metal filing case. R. 253. (328)

91. INVOICES, 1928 - 1935. Covering purchases made by Memphis, Little Rock, Chattanooga, and Knoxville business houses, showing names of items purchased, by whom purchased, amount of duty, and correct valuation of articles; file continued in R. 251. Card index in R. 251. (Rarely, official.) 9 x 12 envelopes, 1 ft. 6 in., in drawer of metal filing case. R. 253. (327)

92. GENERAL ORDER BOOK, IN AND OUT, 1929 - 1935. Record of merchandise shipped here, giving time of arrival, name of shipper, name of person who received goods, and its final disposition. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf book, 1 in., on open wooden shelf. R. 249. (314)

93. RECORD BOOK, 1929 - 1936. Covering goods entered in bond for warehouse, duties and other accounts outstanding 90 days after due, mail and baggage, liquidated damages, etc. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf books (11), 9 in., on shelf of metal cabinet. R. 251. (321)

94. DAILY AND MONTHLY REPORTS, 1933 - 1936. Record of collections, deposits, and balances, for Nashville, Memphis, and Chattanooga; also special deposits, schedule of disbursements, salaries, and record of miscellaneous collections for Marine Hospital. Arranged alphabetically. (Frequently, official.) 9 x 12 loose-leaf books (15), 3 ft. 6 in., on 4 shelves of metal cabinet. R. 251. (323)

95. CUSTOM INFORMATION EXCHANGE LETTERS, 1935 - 1936. Information regarding tariffs, examples of how to handle certain violations, and instructions of a general nature. (Frequently, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden cabinet. R. 249. (311)

96. GENERAL CORRESPONDENCE, 1935 - 1936. Pertaining to navigation and papers establishing ownership of motor-boats and government boats, with annual, monthly, and weekly reports of regional offices to district office. (Frequently, official.) $10\frac{1}{2}$ x 14 envelopes, 2 ft., in wooden filing case and wooden cabinet. R. 249. (308)

97. LOTTERY TICKETS, 1935 - 1936. Destroyed after 1 year upon proper authority. 3 x 5 envelopes, 1 ft., in drawer of wooden filing case. R. 249. (310)

98. CUSTOMS INFORMATION EXCHANGE CIRCULARS, 1936. Pertain to price lists and reports of foreign countries, classification of articles, and tax and duties levied on certain articles; continuation file. Card index in R. 251. (Frequently, official.) $9\frac{1}{2}$ x 12 envelopes, 1 ft. 6 in., in drawer of wooden filing case. R. 251. (324)

99. ENTRY BLANKS, 1936. For those who make bond and are given powers of attorney, showing names and addresses, with correspondence pertaining to each. Card index. (Frequently, official.) $9\frac{1}{2}$ x 12 envelopes, 7 ft., in 8 drawers of wooden filing cases. R. 251. (326)

100. GENERAL CORRESPONDENCE, 1936. From Nashville, Little Rock, Knoxville, Memphis, and foreign countries, regarding organization and reorganization, government property records, and entry of merchandise, prices, and weights; continuation file of Report 329, R. 253. Card index. (Frequently, official.) $9\frac{1}{2}$ x 12 envelopes, 4 ft., in 2 drawers of wooden filing case. R. 251. (320)

101. MISCELLANEOUS INQUIRIES FROM PUBLIC AND TREASURY DEPARTMENT FILE, 1936. General correspondence under headings: Treasury Department, banks and banking, Procurement Division, Coast Guard, Public Health Service, Supervising Architect, Internal Revenue, Bureau of Industrial Alcohol, Secretary of Treasury, and Bureau of Customs. Card index. (Frequently, official.) $9\frac{1}{2}$ x 12 envelopes, 1 ft. 6 in., in drawer of wooden filing case. R. 251. (325)

102. SEIZURE RECORD, 1936. Covering seizures of smuggled goods, lottery tickets, and Mexican and English Derby tickets; continuation file. Card index. (Frequently, official.) 9 x $12\frac{1}{2}$ envelopes, 1 ft., in drawer of wooden filing case. R. 251. (322)

NASHVILLE

OFFICE OF DEPUTY COLLECTOR
Custom House, Eighth Ave. and Broad St.

This agency was established in 1878 at its present address; however, some records in its custody date as early as 1837. Useless papers are

destroyed only upon proper authority from Washington; some old records have been destroyed at different intervals because of becoming useless and because of the need for the space they occupied. All other records have been retained.

103. ENROLLMENT RECORD, Jan. 2, 1837 - May 13, 1922. Record of individuals taking an oath and claiming shares of boats. Arranged alphabetically. (Rarely, official.) 10 x 16 vols. (3), 6 in., in wooden cabinet. Basement. (1140)

104. LICENSES OF VESSELS ABOVE 20 TONS TO CARRY ON COASTING TRADE FOR ONE YEAR, Jan. 2, 1837 - May 23, 1922. Name of owner of vessel, name of vessel, total tonnage, and date license was issued. Arranged alphabetically. (Rarely, official.) 10 x 16 vols. (2), 5 in., in wooden cabinet. Basement. (1136)

105. CASH BOOK, Aug. 5, 1863 - Mar. 31, 1864. Shows source of fees collected. (Seldom, official.) 12 x 17 vol., 3 in., on shelf of wooden filing case. Basement. (1109)

106. RECORD OF SHIPMENTS PERMITTED NORTH OF NASHVILLE, Dec. 22, 1864 - June 3, 1865. Name of shipper and owner, destination, number of shipment, total valuation of shipment, and total of fees. (Seldom, official.) 11 x 17 vol., 1 in., on shelf of wooden filing case. Brittle, bindings broken, ink faded. Basement. (1153)

107. RECORD OF SHIPMENTS PERMITTED, Feb. 15 - May 26, 1865. Name of shipper, destination, nature of shipment, number of permit, affidavit, fees, total valuation of shipment, and total fees. (Rarely, official.) 11 x 19 vol., 3 in. Damaged by vermin, rodents, and careless handling, bindings broken. Basement. (1134)

108. BILLS OF SALE OF VESSELS, Nov. 27, 1865 - Sept. 15, 1932. Bills of sale transferring vessels from seller to purchaser, list of mortgages that might be on vessel made by first party, correspondence, and enrollments. Arranged alphabetically. (Seldom, official.) 14 x 20 vols. (2), 8 in., in wooden cabinet. Basement. (1141)

109. LICENSES OF VESSELS UNDER 20 TONS TO CARRY ON COASTING TRADE FOR ONE YEAR, July 20, 1875 - July 7, 1920. Form 1286, showing owner of vessel, name of vessel, total tonnage, date license was issued, date notice of expiration of license was sent, and reason for cancellation. Arranged alphabetically. (Rarely, official.) 12 x 20 vols. (2), 5 in., in wooden cabinet. Basement. (1133)

110. GENERAL CORRESPONDENCE, Sept. 17, 1876 - June 7, 1889. Correspondence with the Department pertaining to requisitions for supplies. (Seldom, official.) 10 x 12 vol., 1 in. Brittle, dirty, bindings broken, ink faded. Basement. (1139)

111. RECORD OF MARINE HOSPITAL, July 5, 1883 - Feb. 19, 1885. Name of seaman, name of vessel, date of admission, disease or injury,

date of discharge or death, result, and number of days in hospital. (Seldom, official.) $9\frac{1}{2}$ x 12 vol., 2 in., in wooden cabinet. Basement. (1156)

112. MORTGAGES REGISTERED ON ENROLLED VESSELS, July 21, 1891 - July 20, 1920. Show vessels transferred from one person to another because of failure to pay mortgage in certain length of time. (Seldom, official.) 11 x 16 vols. (2), 6 in., in wooden cabinet. Basement. (1129-A)

113. INDORSEMENTS OF CHANGE OF MASTERS, Feb. 4, 1892 - Dec. 22, 1919. Pertain to change of masters and oath taken as required by law. (Seldom, official.) 10 x 16 vols. (2), 3 in. Brittle, dirty, bindings broken. Basement. (1135)

114. RECORD AND SCHEDULE ON COLLECTIONS AND DEPOSITS, June 2, 1894 - May 1913. Shows sources of collections and money deposited at Federal Reserve Banks. (Seldom, official.) 16 x 16 vols. (2), 2 in., on shelf of wooden filing case. Basement. (1138)

115. RECORD OF INCREASED DUTIES ASCERTAINED ON LIQUIDATION OF ENTRIES FOR IMMEDIATE CONSUMPTION, Nov. 21, 1900 - Dec. 11, 1912. Date of payment, importer, name of vessel, number of entry unascertained, when received, increased value, liquidated duty, and increased duty paid. (Seldom, official.) 11 x 16 vol., 2 in., on shelf of wooden cabinet. Basement. (1145)

116. LICENSES OF ENROLLED VESSELS, COPIES, July 11, 1905 - Aug. 26, 1911. Name of boat, owner, total tonnage, where and when license was issued, and for what purpose boat is to be used. (Seldom, official.) 9 x 14 vol., 2 in., on shelf of cabinet. Basement. (1151)

117. RECEIPTS FOR COLLECTIONS, TRIPLICATE, Aug. 18, 1905. Receipts for fees for inspection of foreign steam vessels. (Seldom, official.) $8\frac{1}{2}$ x 11 vol., $1/8$ in., on shelf of wooden cabinet. Basement. (1154)

118. RECORD OF CONSOLIDATED ACCOUNT CURRENT OF CUSTOMS RECEIPTS AND DISBURSEMENTS UNDER STATUTORY BOND, FOR NON-NAVAL OFFICE PORTS, July 31, 1907 - June 22, 1913. List of all sources from which this office collects. (Seldom, official.) 11 x 16 vols. (2), 2 in., in wooden filing case. Basement. (1144)

119. CUSTOMS STAMPS FOR IMPORTED DISTILLED SPIRITS AND IMPORTED WINE AND MALT LIQUORS, Nov. 27, 1907 - July 23, 1913. Series 1891, stubs 250401 - 250450, of stamps showing date issued, name of person by whom issued, number of gallons, and different kinds of spirits. (Seldom, official.) $9\frac{1}{2}$ x $9\frac{1}{2}$ vols. (2), $\frac{1}{2}$ in., on shelf of wooden cabinet. Dirty. Basement. (1142)

120. STAMPS FOR IMPORTED WINE AND LIQUOR, Dec. 21, 1908 - Dec. 6, 1913. Record of date stamp was issued and to whom, from whom imported, and type of alcohol. (Seldom, official.) $9\frac{1}{2}$ x $9\frac{1}{2}$ vol., $1/8$ in., in wooden cabinet. Basement. (1110)

121. C. I. E. CORRESPONDENCE AND MISCELLANEOUS FILE, 1909 - 1917. Forms, tabulations, correspondence, charts, and finger-prints containing information pertaining to smuggling, foreign tax inquiries related to importations, emergency tariff acts, deposits, motor-boat fines, and price lists. (Seldom, official.) 9 x 14 envelopes, 3 ft., in 2 drawers of steel filing case. Brittle, dirty, torn. Basement. (1158)
122. STATEMENTS ACCOMPANYING DEPOSITS, May 15, 1909 - May 15, 1913. Give source from which received, amount collected, and total deposits to credit of U. S. Treasurer. (Seldom, official.) $3\frac{1}{2}$ x $8\frac{1}{2}$ bundles, 3 in., on shelf of wooden filing cabinet. Dirty. Basement. (1150)
123. DEPOSIT SLIPS, Jan. 8, 1910 - June 30, 1913. Receipts that cashier of Federal Reserve Bank gives when he makes deposit, stamped with name of town and bank. (Seldom, official.) 9 x 11 vol., 2 in., on shelf of wooden cabinet. Dirty. Basement. (1157)
124. ABSTRACT OF LICENSES OF VESSELS UNDER 20 TONS, 1911 - 1931. License number, date, official number, name of vessel, why issued, tonnage, description of former document, home port, and when old license was surrendered. (Seldom, official.) 4 x 9 bundle, 4 in., in drawer of steel filing case. Dirty. R. 332. (1132)
125. MISCELLANEOUS FILE, 1913 - 1914. Tabulations, correspondence, charts, and finger-prints; instructions and correspondence with Collector at Memphis; affidavits for free entry of returned American products; and report of irregular delivery of bonded merchandise. (Seldom, official.) 9 x 14 folders and envelopes, 16 ft., in 2 steel filing cases. Basement. (1152)
126. CERTIFICATES OF DEPOSIT, 1913 - 1931. For deposits made to Nashville Branch of Federal Reserve Bank, for sale of blanks, services of officers, fines, sale of government property, and duties on imports. (Seldom, official.) 4 x 9 bundle, 4 in., in drawer of steel filing case. Dirty. R. 332. (1131)
127. RECORD OF ALL SEIZURES, FINES, PENALTIES, AND FORFEITURES FOR VIOLATION OF NAVIGATION LAWS, Feb. 8, 1913 - Sept. 19, 1933. Class of fine, act and section violated, nature of offense, name of defender, and amount of fine. (Seldom, official.) 9 x 17 vols. (2), 2 in., on shelf of wooden filing cabinet. Bindings broken. Basement. (1143)
128. REGISTER OF COLLECTIONS AND DEPOSITS, TREASURY DEPT., May 2, 1913 - July 5, 1917. Date, from whom collected, deposit number, name and classification of vessel, and amount collected from owner of vessel. (Seldom, official.) 14 x 18 loose-leaf books, 2 in., on shelf of wooden cabinet. Basement. (1147)
129. COMPARATIVE VALUATION RECORD, 1914 - 1918. Name and nature of product shipped from some foreign country by foreign merchant, entered by Collector, to be compared with other shipments to determine

if underestimated. Arranged by dates. (Seldom, official.) 9 x 15 vol., 1 in., on shelf. R. 332. (1127)

130. RECORD OF MORTGAGES ON LICENSED VESSELS UNDER 20 TONS, 1914 - 1930. Names of mortgagors and mortgagees of vessels. Indexed. (Frequently, official.) 11 x 16 vol., 3 in., in pigeon hole of steel vault. R. 332. (1122)

131. COPYRIGHTS ISSUED, 1916 - 1933. Record of name of book, author, name and location of company by whom purchased, and date of issuance. (Seldom, official.) 3 x 5 cards, 1 ft. 6 in., in drawer of wooden filing case. R. 332. (1123)

132. RECORD OF MORTGAGES ON REGISTERED OR ENROLLED VESSELS, Apr. 8, 1916 - May 29, 1930. Pertaining to transferring of vessels from mortgagors to mortgagees because of failure to take up note when due. Indexed. (Frequently, official.) 11 x 16 vol., 2 in., in pigeon hole of steel vault. R. 332. (1129-B)

133. DAILY TRUCK REPORT, 1917. Truck number, number of hours truck was in use, name of chauffeur, and amount of gas and oil used. (Seldom, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards and bundles, 11 in., in wooden filing case. Basement. (1149)

134. VESSELS SURRENDERED, 1917 - 1924. Forms, tabulations, correspondence, and instructions containing information on vessels surrendered to government for violation of navigation laws. (Seldom, official.) 9 x 14 envelopes, 1 ft. 6 in., in drawer of steel filing case. Dirty. Basement. (1148)

135. CONSUMPTION ENTRIES, 1917 - July 31, 1934. Description of merchandise, value in foreign money, rate, and total due Collector. Arranged numerically. (Never.) 9 x 12 envelopes, 16 ft., in 5 wooden cases and on shelf of wooden cabinet. Basement. (1146)

136. RECORD OF MARINE DOCUMENTS DEPOSITED, July 17, 1917 - May 1, 1920. Form 1317, showing name, kind, and number of vessel, from whom received, date received, date delivered, and to whom delivered. Arranged alphabetically. (Seldom, official.) $10\frac{1}{2}$ x 16 vol., 2 in., in wooden cabinet. Basement. (1137)

137. RECORD OF GOODS ENTERED IN BOND FOR WAREHOUSE, 1919 - 1928. Date of entry, bond, entry number, general description of goods, duty, and notations. (Seldom, official.) 9 x 12 loose-leaf books, 8 in., on shelf of steel vault. R. 332. (1128)

138. MONTHLY CUSTOMS REPORTS, June 1919 - June 1936. Record and schedule of duties collected on warehouse withdrawals; record and schedule of increased, additional, and supplemental duties collected; record of goods entered under 6 month bonds; record of free entries, and record of immediate transportation of goods received in bond from other ports in District 43. (Frequently, official.) 10 x 14 loose-leaf book, 4 in., on shelf of wooden cabinet. R. 332. (1106)

139. CERTIFICATES OF DEPOSIT, COPIES, Aug. 1919 - June 30, 1935. Show deposits that have been made by department and credited in account of U. S. Treasurer, with signature of bank cashier. Arranged chronologically. (Seldom, official.) 4 x 9 envelopes, 9 in., in 3 pigeon holes in safe. R. 332. (1107)

140. CONSUMPTION ENTRIES ON IMPORTED GOODS, 1920 - 1936. Forms 7501, 7520, and 3299, with charts and rate sheets, pertaining to tax paid on merchandise and free goods, showing value in foreign money, value in U. S. money, rate of tax, and duty paid. Index. (Frequently, official.) 9 x 12 folders, 2 ft. 6 in., in drawer of wooden filing case. R. 332. (1100)

141. RECORD OF BILLS OF SALE OF LICENSED VESSELS UNDER 20 TONS, Oct. 11, 1920 - June 18, 1935. Shows issuance of license to new owner; also correspondence. Indexed. (Seldom, official.) 11 x 16 vol., 2 in., in pigeon hole of steel vault. R. 332. (1121)

142. RECORD AND SCHEDULE OF COLLECTIONS BILLED ON CUSTOMS, 1921 - 1928. Record of goods sent to general order stores. Arranged chronologically. (Frequently, official.) 10 x 14 loose-leaf book, 2½ in., in pigeon hole of wooden cabinet. R. 332. (1113)

143. INVOICES OF MERCHANDISE IMPORTED, 1924 - 1925. (Seldom, official.) 3½ x 8 folders, 2 in., in drawer of metal filing case. Dirty. R. 332. (1130)

144. CUSTOMS INFORMATION EXCHANGE REPORTS, 1925 - 1936. Show number of case, when it was in Federal Court, and decision rendered. (Seldom, official.) 3 x 5 cards, 2 ft. 9 in., in drawer of wooden filing case. R. 332. (1125)

145. DOCUMENTED VESSELS, Nov. 16, 1925 - Aug. 11, 1931. Forms 1410, 1280, 1413, and 1311, with correspondence, certificates of ad-measurement, tabulations, and charts covering description of vessels; also licenses of merchant vessels or yachts under 20 tons, showing tonnage and measurements. Index. (Frequently, official.) 9 x 12 envelopes, 2 ft., in drawer of wooden filing case. R. 332. (1099)

146. MOTOR-BOATS, ACTIVE, 1926 - 1935. Arranged alphabetically and numerically. (Never.) 3 x 5 cards, 1 ft., in drawer of wooden filing case. R. 332. (1126)

147. RECORD AND SCHEDULE OF FEES COLLECTED, June 1926 - June 1936. Forms 1008 and 1006, covering navigation, fees, deceased passengers, and tonnage taxes, showing date collected, by whom paid, and total fees collected. Index. (Frequently, official.) 9 x 12 loose-leaf books, 3 in., in pigeon hole of wooden cabinet. R. 332. (1096)

148. MOTOR-BOATS, ACTIVE, Sept. 15, 1926 - Aug. 21, 1935. Record of name of owner, number, address, type of vessel, principal occupation of vessel, and date. Arranged alphabetically and numerically. (Seldom,

official.) 3 x 5 cards, 10 in., in drawer of wooden filing case.
R. 332. (1124)

149. DISCONTINUED DOCUMENTED VESSELS, 1927 - 1936. Forms 2692, 141, 1263, 1280, 1261, 1311, 5, and 1300, with correspondence, certificates of admeasurement, and report of casualty, showing when vessel was built, total tonnage, number, route, estimated cost of vessel, amount of insurance, and name of owner. Index. (Frequently, official.) 9 x 12 envelopes, 2 ft., in drawer of wooden filing case.
R. 332. (1102)

150. CONSOLIDATED CERTIFICATES OF ENROLLMENT AND YACHT LICENSE, 1928 - 1931. Length, breadth, and depth of vessel, service for which used, name and address of owner, and date report was surrendered to Collector. Indexed. (Frequently, official.) 12 x 20 loose-leaf book, 4 in. R. 332. (1097)

151. ENTRY BONDS, 1928 - 1935. Forms 7555, 7553, 7551, and 3571, warehouse entry bonds, firm consumption bonds, term entry bonds, and consumption entry bonds, with affidavits by individual security. Indexed. (Frequently, official.) 9 x 12 loose-leaf book, 1 in., on shelf of wooden cabinet. R. 332. (1115)

152. RECORD AND SCHEDULE OF REFUNDS, July 1928 - Feb. 8, 1936. Record of entry of voucher, date, payee, amount of check, number, date, and notations, with number of debenture certificates and seal of date collected; Form 5209, record of goods to general order stores; daily record and statement of collections, deposits, and balances; and Forms 5207B, 5171, 5161B, and 5159. Indexed. (Frequently, official.) 9½ x 11 vol., 4 in., in wooden filing case. R. 332. (1117)

153. SCHEDULE OF CERTIFICATES OF DEPOSIT, Sept. 30, 1928 - June 30, 1936. Form 1313, showing date, number, and amount. Arranged chronologically. (Frequently, official.) 9 x 14 loose-leaf book, 3 in., on shelf of wooden filing case. R. 332. (1118)

154. MISCELLANEOUS CORRESPONDENCE, Nov. 1928 - Jan. 1935. List of values and entries for certain month, with correspondence. (Occasionally, official.) 9 x 12 envelopes, 3 in., in drawer of wooden filing case. R. 332. (1101)

155. MISCELLANEOUS FILE, OBSOLETE, 1931 - 1936. Forms 1371, 3835, and 4267, with telegrams, pamphlets, and correspondence pertaining to foreign taxes, processing tax on cotton, trade marks, copyrights, and tax on importations and exportations. (Frequently, official.) 9 x 12 folders, 2 ft. 3 in., in drawer of wooden filing case. R. 332. (1103)

156. DAILY RECORD OF COLLECTIONS AND MONTHLY SUMMARY, Apr. 4, 1931 to date. Form 5207B, showing total collections for month to date, balance brought forward, collections, deposits, balance carried to next return, and number of certificates of deposit. Arranged chronologically. (Frequently, official.) 9½ x 11 vol., 4 in., on shelf of wooden filing case. R. 332. (1119)

157. SCHEDULE OF FINES, PENALTIES, AND FORFEITURES UNDER NAVIGATION LAWS, 1932 - 1934. Number and date of case, name of vessel and offender, seizing officer, nature of offense, penalty, and date case was settled. (Frequently, official.) 9 x 12 loose-leaf book, 1 in., on shelf of wooden cabinet. R. 332. (1112)

158. ACCOUNT OF SALABLE CUSTOMS FORMS, July 1932 - June 1936. Form 4911, showing number of supplies on hand and at end of each month. (Frequently, official.) 4 x 8 vol., $\frac{1}{2}$ in., on shelf of wooden cabinet. R. 332. (1114)

159. NAVIGATION FINE CASES, 1933 - 1936. Form 1307, with correspondence relative to violations of navigation laws. (Frequently, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 332. (1095)

160. DUTIABLE CONSUMPTION ENTRIES AND LIQUIDATIONS, June 1933 - June 1936. Date collected, date imported, brief description of merchandise, duty paid, entry number, and notations. Arranged chronologically. (Frequently, official.) 10 x 11 loose-leaf book, 3 in., on shelf of wooden filing case. R. 332. (1120)

161. MISCELLANEOUS TRANSFER FILE, 1934 - 1936. Forms 1371, 3835, and 4267, with pamphlets, reports, telegrams, and correspondence, pertaining to goods free of duty, liquidation classifications, fines and penalties, seizure of smuggling vessels, fraud, prohibitions, restrictions, and steamboat inspections. (Frequently, official.) 9 x 14 folders, 4 ft., in wooden filing case. R. 332. (1104)

162. SAMPLES OF SAND-GLASSES, July - Aug. 1935. Small 3 minute sand-glasses seized at this port and used as an exhibit in dispute and protest over court decision. (Occasionally, official.) $3\frac{1}{2}$ x 5 envelopes, 1 in., in paper box in safe. R. 332. (1105)

163. NOTICE OF LIEN FOR FREIGHT AND AFFIDAVIT OF CLAIMANT, Sept. 4, 1935 - Mar. 16, 1936. Name of individual and number of packages, with notary public and deputy collector seals. Arranged chronologically. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ loose-leaf book, 1 in., on shelf of wooden cabinet. R. 332. (1111)

164. CONSULAR INVOICES, Nov. 7, 1935 - May 9, 1936. Forms 142, 3449, 4213, and 3101, showing percentage of tax to be paid on merchandise from foreign countries. Index. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 332. (1098)

165. EXAMINATION VALUE RECORD, 1936. Forms 6305B and 4213, relative to invoices of purchased merchandise, and list of invoices sent to Collector. Arranged chronologically. (Frequently, official.) 9 x 20 loose-leaf book, $\frac{1}{2}$ in., in pigeon hole of wooden cabinet. R. 332. (1116)

166. CANADIAN LOTTERY TICKETS, Apr. 1936. Seized. (Never.) $3\frac{3}{4}$ x 6 envelopes and covers, 1 in., in pigeon hole of safe. R. 332. (1108)

BUREAU OF INTERNAL REVENUEJACKSONACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Post Office

This agency was established in 1933. It was housed in the McGawatt-Mercer Building from October 1932 to February 1934, at which time it moved to its present address. It has jurisdiction over all of western Tennessee, except Shelby, Fayette, Lauderdale, Tipton, Hardeman, and Haywood Counties. The majority of the records are correspondence and weekly and monthly reports. Very few other records are kept on file. No records have been lost, destroyed, or sent to Washington. All reports are sent to Nashville.

167. GENERAL FILE, Dec. 1, 1933 to date. Correspondence with Nashville and individuals; Form 795, daily report of field deputy collector; Form 809, deputy collector's receipts for taxes; monthly reports of deputy collector on field investigations; lists of individuals, partnerships, corporations, and fiduciaries from Collector, Collector's report on work done by deputies, treasury decisions, and bulletins. Index. (Daily, official.) 8 x 11 sheets, 16 ft., in 8 drawers of steel filing cases. Rs. 302 and 304. (299)

KNOXVILLEALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR IN CHARGE
Post Office and Court House, Main and Walnut Sts.

This agency was established May 10, 1934, at its present address. All records have been retained. Monthly reports are made to the District Supervisor at Louisville, Kentucky.

168. INDEX TO COMMODITY SEIZURES, CLOSED AND PENDING CASES, EAST TENNESSEE, 1935 to date. Names and addresses of distributors, description of commodity, mode of transportation, address of consignee, and date of shipment. Arranged alphabetically by names of consignees. (Frequently, official.) 3 x 5 cards, 4 ft., in metal drawer. R. 326. (582)

169. INDEX TO COMMODITY SEIZURES, CLOSED AND PENDING CASES, MIDDLE TENNESSEE, 1935 to date. Name and address of distributor, description of commodity, mode of transportation, address of consignee, and date of shipment. Arranged alphabetically by names of consignees. (Frequently, official.) 3 x 5 cards, 4 ft., in metal drawer. R. 326. (581)

170. CASES CLOSED, A - Z, 1924 - 1928. Record of name, address, case number, offense, place of offense, name of investigator, description of property seized, place of storage, and final disposition of same. Filed alphabetically by counties. (Rarely, official.) 5 x 9 cards, 8 ft., in 6 wooden drawers. R. 326. (574)

171. CASES CLOSED, BY COUNTIES, 1924 - 1928. Record of name, address, case number, offense, place of offense, name of investigator, description of property seized, place of storage, and final disposition. Arranged alphabetically by name of defendant. (Rarely, official.) 5 x 9 cards, 8 ft., in 6 wooden drawers. R. 326. (575)

172. CASES CLOSED, A - Z, 1928 - 1933. Record of name, address, casenumber, offense, place of offense, name of investigator, description of property seized, place of storage, and final disposition. Filed alphabetically by name of defendant. (Rarely, official.) 5 x 9 cards, 8 ft., in 6 wooden drawers. R. 326. (573)

173. INJUNCTION RECORD, EASTERN DISTRICT OF TENNESSEE, 1928 - 1934. Name, address, case number of persons against whom injunctions are obtained, with notation of warning letter forwarded, result of follow up, and date injunction was issued. (Rarely, official.) 5 x 9 cards, 4 ft., in 3 metal drawers. R. 326. (576)

174. CASES CLOSED, EAST TENNESSEE, 1929 - 1934. Correspondence and reports on cases investigated. 3 x 5 card index, 6 ft. (Occasionally, official.) 9 x 12 folders, 28 ft., in 2 metal drawers and in 3 metal filing cases. R. 326. (584, 580)

175. CONFIDENTIAL FILE, MIDDLE TENNESSEE, c. 1931 - 1935. Relative to middle Tennessee investigations and reports. (Occasionally, official.) 9 x 15 folders, 4 ft., in 2 metal drawers. R. 326. (597)

176. CASES CLOSED AND PENDING, MIDDLE TENNESSEE, 1931 to date. Correspondence and reports on cases investigated. Arranged by case numbers. 3 x 5 card index, 4 ft. (Older records, occasionally; later ones, frequently, official.) 9 x 15 folders, 32 ft., in 4 metal drawers and 3 metal filing cases. R. 326. (586, 578, 579)

177. MISCELLANEOUS FILE, 1934 - 1936. Weekly reports on automobiles, case reports to District Supervisor, court proceedings for middle Tennessee, clerical reports for middle Tennessee, etc. Filed alphabetically by subjects. (Frequently, official.) 9 x 15 folders, 2 ft., in metal drawer. R. 326. (583)

178. AUTOMOBILE FILE, EAST TENNESSEE, CLOSED, 1934 to date. Reports

on seized vessels and vehicles, showing name of defendant, description of seized property, date, place of storage, value, statute violated, and date reported to U. S. Attorney. Arranged by case numbers. (Seldom, official.) 5 x 8 cards, 4 ft., in metal drawer. R. 326. (589)

179. AUTOMOBILE FILE, EAST TENNESSEE, PENDING, 1934 to date. Reports on seized vessels and vehicles, showing name of defendant, description of seized property, date, place of storage, value, statute violated, and date reported to U. S. Attorney. Arranged by case numbers. (Frequently, official.) 5 x 8 cards, 4 ft., in metal drawer. R. 326. (588)

180. AUTOMOBILE FILE, MIDDLE TENNESSEE, CLOSED, 1934 to date. Reports on seized vessels and vehicles, showing name of defendant, description of seized property, date, place of storage, value, statute violated, and date reported to U. S. Attorney. Arranged by case numbers. (Seldom, official.) 5 x 8 cards, 4 ft., in metal drawer. R. 326. (591)

181. AUTOMOBILE FILE, MIDDLE TENNESSEE, PENDING, 1934 to date. Reports on seized vessels and vehicles, showing name of defendant, description of seized property, date, place of storage, value, statute violated, and date reported to U. S. Attorney. Arranged by case numbers. (Frequently, official.) 5 x 8 cards, 4 ft., in metal drawer. R. 326. (590)

182. CIRCULAR LETTERS, 1934 to date. From Commissioner, giving instructions and information. Filed by numbers. (Occasionally, official.) 9 x 12 loose-leaf book, 2 ft., in metal drawer. R. 326. (595)

183. DAILY REPORTS OF INVESTIGATORS, EAST AND MIDDLE TENNESSEE, 1934 to date. Filed by dates. (Frequently, official.) 9 x 12 folders, 10 ft., in metal drawer and in metal filing case. R. 326. (587)

184. CHEMISTS' REPORTS, CORRESPONDENCE, ETC., Sept. 1934 to date. Incoming and outgoing correspondence relative to case reports, pending cases, closed cases, firearms, salary checks, finger-prints, and identifications, with chemists' reports. Arranged by subjects. (Frequently, official.) 9 x 12 folders, 2 ft., in metal drawer. R. 326. (594)

185. DAILY REPORT OF ACTION TAKEN ON PENDING CASES, Sept. 1934 to date. Judicial district, case number, and name of defendant. Filed chronologically. (Frequently, official.) 9 x 12 folders, 4 ft., in 2 metal drawers. R. 326. (592)

186. DAILY, WEEKLY, MONTHLY REPORTS, ETC., c. Sept. 1934 to date. Reports, expense vouchers, correspondence in regard to government cars, contracts for storage and maintenance of same, U. S. District

Court decisions regarding automobile seizures, and claims filed by finance companies. Arranged by subjects. (Frequently, official.) 9 x 12 folders, 2 ft., in metal drawer. R. 326. (593)

187. RECORD OF INVESTIGATIONS, 1935 - 1936. (Frequently, confidential.) 10 x 15 folders, 16 ft., in 2 metal filing cases. R. 326. (572)

188. CASE INVESTIGATIONS, MIDDLE TENNESSEE, CLOSED, 1935 to date. Record of defendants. (Seldom, confidential.) 3½ x 8 cards, 6 ft., in 3 metal drawers. R. 326. (577)

189. RAW MATERIAL REGULATIONS NUMBER 17 AMENDED, 1935 to date. Correspondence with investigators in middle Tennessee and District Supervisor, regarding raw material regulations; and correspondence regarding alcohol Regulation No. 92. Arranged by subjects. (Frequently, official.) 10 x 15 vols., 2 ft., in metal drawer. R. 326. (568)

190. STATISTICAL REPORT, 1935 to date. On alcohol tax seizures and arrests, regular investigations, and criminal prosecutions. Arranged by subjects. (Occasionally, official.) 9 x 15 folders, 2 ft., in metal drawer. R. 326. (585)

191. CORRESPONDENCE, SPECIAL JACKETED CASES, June 1935 to date. Regarding cases handled directly through Louisville district office. Arranged by case numbers and subjects. (Frequently, official.) 9 x 12 folders, 2 ft., in metal drawer. R. 326. (596)

192. CORRESPONDENCE AND REPORTS OF INVESTIGATORS, 1936 to date. Arranged by subjects. (Frequently, official.) 9 x 12 folders, 5 ft., in wooden drawers. Rs. 328 and 326. (570, 571, 569)

MEMPHIS

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., Front St. and Madison Ave.

This agency was established in 1913, at its present address. Useless papers are sent to the Nashville office. All other records are retained.

193. INCOME TAX REPORTS OF DEPARTING ALIENS, Jan. 1927 - Jan. 1929. Names and addresses of persons interviewed, nature of liability, form number, period of liability, and amount of remittance to Collector. Filed by dates. (Occasionally, official.) 8½ x 11½ folders, 1 ft. 3 in., in drawer of wooden filing case. R. 215. (525)

194. DEPUTY COLLECTORS' DAILY REPORTS ON INCOME TAXES, 1933.

Names and addresses of persons interviewed, nature of liability, period of liability, form numbers, and amount of remittance to Collector. No apparent filing order. (Rarely, official.) 9 x 15 envelopes, 6 in., in drawer of wooden filing case. R. 215. (523)

195. INCOME TAX REPORTS AND CORRESPONDENCE, July 1934 - May 1935. Daily reports of field deputy collector, signed returns, and correspondence pertaining to depreciation on property, deductions to be made covering depreciations, stamps, and stationery. (Occasionally, official.) 8 x 12 folders, 10 in., in drawer of wooden filing case. R. 215. (524)

ALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR AND RETAIL LIQUOR INSPECTOR
IN CHARGE
Federal Bldg., Front St.

This agency was established August 16, 1934, at its present address. Useless papers are destroyed in accordance with regulations governing their disposal. All other records have been retained.

196. NEW SERIES INDEX TO PENDING CASES IN WESTERN TENNESSEE, n. d. Form 1506, showing name of defendant, address, and case number. Filed alphabetically and by case numbers. (Daily, official.) 3 x 5 cards, 1 in., in cardboard box file. R. 257. (522)

197. VIOLATION INDEX, n. d. Form 1506, new series, showing name and home address of defendant, case number, and address where violation occurred; and old series, shows case number and address. Filed alphabetically and by numbers and dates. (Closed cases, rarely; current records, frequently, official.) 3 x 5 cards, 6 in., in 2 drawers of card cabinet. R. 257. (521)

Enforcement Section

198. WESTERN TENNESSEE VIOLATIONS, OLD SERIES, 1923 - June 1934. Form T-14, showing name, address, case number, and description of person involved, whether 1st or 2d offense, and names of other persons involved. Filed alphabetically and by case numbers and dates. (Rarely, official.) 5 x 8 cards, 3 ft., in 3 drawers of steel card cabinet. R. 257. (509)

199. VIOLATION REPORTS, Jan. 1, 1929 - July 1, 1930. Forms WT-1 and WT-382, reports on violations and disposition of defendant by court action. Filed by numbers and dates. (Rarely, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 1 ft. 7 in., in drawer of wooden cabinet. R. 257. (516)

200. UNKNOWN SEIZURES, WESTERN TENNESSEE, 1930 - June 1934.

Form 1506, showing place of violations, section of laws violated, date, investigating officer's report, seizures made, name and address of investigating officer, property seized and where stolen, and date and disposal of property. Filed by case numbers and dates. (Occasionally, official.) 5 x 8 cards, 8 in., in drawer of steel card cabinet. R. 257. (513)

201. OLD INSTRUCTIONS, 1934 - 1935. Instructions relayed to investigators, miscellaneous instructions received, pending cases of middle and western Tennessee, and instructions on seizures. Filed by dates. (Rarely, official.) 9½ x 11 3/4 folders, 1 ft., in drawer of wooden cabinet. R. 257. (518)

202. DAILY REPORT, REGULATION 17, OF YEAST, OAK CHIPS, ETC., Jan. 1, 1934 to date. Name and address, amount of commodity, mode of transportation, consignee, name of store and address, date, remarks, daily report of raw materials by firms, date of shipment, car or license number, driver of vehicle, and remarks. Filed alphabetically by towns and names of dealers. (Older records, rarely; current ones, frequently, official.) 3 x 5 cards, 7 ft., in 8 drawers of wooden cabinets. R. 257. (510)

203. SEIZED AUTOMOBILES, WESTERN DIVISION, Mar. 1934 - June 1936. Forms and instructions on pending and closed cases relative to seized cars, showing case number, make and model of car, date seized, appraised value, and place of storage. Filed alphabetically. (Frequently, official.) 8½ x 10½ sheets and 9½ x 11 3/4 folders, 7 in., in drawer of wooden filing case. R. 257. (515)

204. RECORD OF SEIZED VESSELS AND VEHICLES, PENDING CASES, Mar. 17, 1934 to date. Form 46, showing name of defendant and address, agent, dates of seizure and delivery, property seized, disposition of property, make and model of car, motor number, condition of vehicle, number and condition of tires, amount of lien, date petitioned for government use, section violated, date reported to U. S. Attorney, and case number. Filed by action pending and case numbers. (Frequently, official.) 5 x 8 cards, 1 in., in drawer of steel card cabinet. R. 257. (508)

205. TAX VIOLATIONS, July 2, 1934 to date. Complaints, reports of investigations, correspondence, progress record of cases, chemist reports, and photographs and description of location of stills, with relative correspondence. Index. (Closed cases, rarely; active cases, frequently, official.) 9½ x 11 3/4 folders, 11 ft. 6 in., in 7 drawers of steel filing cabinets. R. 257. (506)

206. DAILY REPORTS OF INSPECTOR OR INVESTIGATOR, Aug. 1934 to date. Forms 1494 and 1494-A, showing date, number of hours, statement of duties performed, expenses incurred, name and address of parties interviewed or investigated, name of accompanying officers, violations discovered, arrests, detention, seizures, conditions ascertained, cash expenditures per diem claim, and total cash expenditures.

Filed alphabetically and by dates. (Frequently, official.) 8 x 10 $\frac{1}{2}$ sheets and 9 x 11 $\frac{3}{4}$ folders, 2 ft. 6 in., in 2 drawers of wooden cabinet. R. 257. (520)

207. CHEMISTS' DAILY AND WEEKLY REPORTS, Oct. 1934 to date. On samples of suspected whiskey, showing date sample was received and details of examination. Filed alphabetically. (Frequently, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 2 ft., in drawer of steel cabinet. R. 257. (511)

208. DAILY REPORTS AND CORRESPONDENCE ON SUGAR SALES, Jan. - July 1935; Feb. 1936 to date. Name of person making delivery, purchaser's name and address, amounts and method of delivery, and name and class of commodity. Filed alphabetically and by dates. (Older records, rarely; current ones, frequently, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 6 ft. 1 in., in 4 drawers of steel cabinet. R. 257. (514)

209. MISCELLANEOUS CORRESPONDENCE, Jan. 16, 1935 to date. Regarding counterfeit stamps, efficiency reports and instructions, enforcement activities, federal alcohol control administration, inspectors' reports, information and instructions received, retail liquor dealers' instructions, seized tax paid spirits and disposition thereof, time and leave regulation records, sugar regulations, resale of bottles, legitimate sugar dealers, and monthly warehouse reports. Filed alphabetically by dealers and departments, and by dates. (Frequently, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 1 ft. 4 in., in 2 drawers of steel cabinet. R. 257. (512)

210. DAILY REPORT OF INVESTIGATOR IN CHARGE, July 1935 to date. Name of state, district, name and description of work completed, date, and amounts. Arranged by dates. (Frequently, official.) 9 x 14 $\frac{1}{2}$ loose-leaf book, 2 in., in drawer of steel filing cabinet. R. 257. (517)

211. SPECIAL INVESTIGATION REPORTS, Sept. 1935 to date. Record of complaints and investigators' reports. Filed by case numbers. (Frequently, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 3 in., in drawer of steel filing cabinet. R. 257. (505)

212. DAILY REPORT OF LEGITIMATE USERS OF YEAST AND CORN SUGAR, Jan. 1, 1936 to date. Name of user, address, date, and amount received. Filed alphabetically by dealers and users. (Frequently, official.) 3 x 5 cards, 2 in., in drawer of steel card cabinet. R. 257. (507)

213. MISCELLANEOUS CORRESPONDENCE, n. d. Pertaining to government cars, repairs, storage, contracts, enforcement activities, equipment, comparative chart, motors, information received, telephone, instructions relative to investigation, miscellaneous instructions received, and seized property, with telegrams and photographs. Filed by subjects and dates. (Occasionally, official.) 9 $\frac{1}{2}$ x 11 $\frac{3}{4}$ folders, 10 in., in drawer of wooden cabinet. R. 257. (519)

Permissive Section

214. LIST OF DEALERS WHO HAVE DISCONTINUED BUSINESS, Oct. 1935 - Dec. 9, 1936. Names and addresses of retail malt liquor dealers or retail liquor dealers, dates of inspection, names of inspectors, and revenue stamp numbers. Arranged alphabetically by names. (Seldom, official.) 3 x 5 cards, 7 in., in steel cabinet and cardboard box. R. 207. (2348)

215. LIST OF RETAIL LIQUOR DEALERS AND DEALERS IN FERMENTED MALT LIQUOR, Oct. 28, 1935 to date. Zone number, kind of dealer, date, date business began, name and address, name of inspector, and date inspected. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer of steel filing case. R. 207. (2353)

216. LISTS OF DEALERS IN COUNTY OUTSIDE OF CITY AND WHOLESALE DEALERS, Nov. 7, 1935 - Oct. 22, 1936. Dealer's number, name, and address, date of inspections, by whom inspected, and whether retail malt dealers or retail liquor dealers. (Seldom, official.) 3 x 5 cards, 5 in., in drawer of steel cabinet. R. 207. (2355)

217. RECORD OF FIRMS AND DEALERS TO WHOM ALCOHOL TAX STAMPS HAVE BEEN ISSUED, Sept. 1936 to date. Name of firm and address and type of dealer. Arranged numerically and alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer of steel filing case. R. 207. (2351)

218. CORRESPONDENCE RELATIVE TO STAMPS AND LIQUOR DEALERS, Dec. 15, 1936 - Apr. 3, 1937. Correspondence with Louisville, Ky., and Nashville, pertaining to tax stamps and inspections of various places of business where liquor is sold. Arranged by dates. (Frequently, official.) 9 $\frac{1}{2}$ x 12 folders, 3 in., in drawer of steel filing case. R. 207. (2352)

219. AFFIDAVITS TO RETAIL LIQUOR DEALER INSPECTION REPORTS, COPIES, Jan. - Apr. 21, 1937. Form 1559, Retail Liquor Dealers Inspection Reports, showing name of state, county, and city where inspection was made, date, signature of affiant, and signature of deputy collector before whom sworn. Arranged by dates. (Frequently, official.) 9 $\frac{1}{2}$ x 12 folders, 2 in., in drawer of steel filing case. R. 207. (2350)

220. DAILY REPORTS OF INSPECTIONS, COPIES, Jan. 4, 1937 to date. Form 1494, showing zone, numbers, hours, dates, inspectors' names, city, inspection made, route traveled and places visited, number of car tokens used, and names of retail liquor dealers inspected. Arranged by dates. (Daily, official.) 9 $\frac{1}{2}$ x 12 folders, 2 in., in drawer of steel cabinet. R. 207. (2349)

221. LIST OF RETAIL DEALERS IN ALCOHOLIC AND MALT LIQUORS, Jan. 7, 1937 to date. Zone number, persons or firms and addresses, dates of inspections, date business began, types of dealers, and number for each dealer. Arranged alphabetically by zones. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of steel cabinet. R. 207. (2354)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., Front St. and Madison Ave.

This agency was established in 1913. The office was housed in the Sterick Building, Third and Madison Avenues, from 1930 to 1931, before moving to its present address. Useless papers are destroyed in accordance with regulations governing their disposal. Records and reports are sent to Nashville; none are sent to Washington.

222. WORK PAPERS, 1917 - 1936. Work papers, pamphlets, tabulations, and correspondence used in preparing income tax reports. No apparent filing order. (Frequently, official.) 9 x 12 folders, envelopes, and sheets, 11 ft. 2 in., in 14 drawers of wooden filing cases. Rs. 223, 219, and 221. (342, 339, 341)

223. INCOME TAX RETURNS, July 1, 1933 - June 30, 1934. For verification, 1936 calendar year and 1934 fiscal year. Index. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 221. (340)

NASHVILLE

OFFICES OF COLLECTOR AND INCOME TAX UNIT AGENT
Custom House, 8th Ave. and Broad St.

The date of establishment of the Collector's office is unknown to the personnel. The office has been at its present location for the greater part of its existence. However, its offices were moved to the Stahlman Building, Third Avenue, North, and Union Street, for the period of 1916 to 1919. Definite information as to other buildings the agency has occupied is not available from local sources. Old correspondence and out of date returns have been destroyed. Dates of destruction or list covering same is not available. Useless papers are destroyed periodically in accordance with regulations governing their disposal. Certain reports and returns are sent to Washington. All other records have been retained.

This inventory includes the records in the office of the Revenue Agent in charge of the Income Tax Unit office. Some of the records in R. 414 belong in this category.

224. CORPORATION INDEX, 1917 - 1929. Shows name, address, number of case, and date report was filed. Arranged alphabetically. (Occasionally, official.) 3 x 5 cards, 44 ft., in 2 wooden filing cases. Dirty. Basement. (724-A)

225. INDIVIDUAL INDEX OF INCOME TAX RETURNS, 1917 - 1935. Name

of company, addresses, and code numbers. Arranged alphabetically. (Daily, official.) 3 x 5 cards, 132 ft., in 66 drawers of card cabinets. R. 222. (725-A)

226. FIDUCIARY INDEX, 1921 - 1923. Name, address, number of case, and date report was filed. Arranged alphabetically. (Occasionally, official.) 3 x 5 cards, 1 ft., in wooden filing case. Dirty. Basement. (690)

227. INDEX ON LEAF TOBACCO, July 1, 1925 - July 1, 1935. Form 10. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 2 ft., in 2 drawers of wooden card cabinet. R. 215. (786)

228. CORPORATION INDEX OF INCOME TAX RETURNS, Apr. 1929 - 1933. Name of company, address, and code number. Arranged alphabetically by code numbers. (Daily, official.) 3 x 5 cards, 36 ft., in 9 drawers of wooden card cabinets. R. 222. (724)

229. OLEOMARGARINE INDEX, 1932. Record of special stamp record sent to Washington, indicating name, address, and number. Arranged alphabetically and numerically. (Frequently, official.) 3 x 5 cards, 10 ft., in 8 drawers of wooden card cabinets. R. 216. (866)

230. NARCOTIC INDEX, 1932 - 1936. Form 10. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 4 ft., in 4 drawers of wooden card cabinets. R. 216. (862)

231. INDEX TO SPECIAL TAXPAYERS, 1933. Form 10, covering retail malt and liquor dealers. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer of wooden card cabinet. R. 215. (774)

232. PROCESSING INDEX, 1933 - 1936. Year, page, list, line, date schedule, abatement credit, refund taxes, redemption of stamps, and uncollectibles. Arranged alphabetically. (Occasionally, official.) 3 x 5 cards, 19 ft. 6 in., in drawers of steel card cabinets. R. 211. (612, 726-A)

233. COLLECTOR'S RECORD OF BONDS, 1869 - 1924. Name of person giving the bond, name of person for whom bond was made, date of approval, and value of property owned by sureties. Indexed. (Seldom, official.) 10 x 15 vols., 17 ft., in wooden boxes and on floor. Dirty. R. 414. (624)

234. DAILY RECORD OF SPIRIT STAMPS, 1869 - 1924. Name of saloon, location, and amount of beer and whiskey sold. (Seldom, official.) 10 x 15 vols., 27 ft., in wooden boxes and on floor. Dirty. R. 414. (582)

235. DAILY RECORD OF TOBACCO STAMPS SOLD, 1869 - 1924. Record of special tax on different grades of tobacco, tobacco material transferred from one manufacturer to another, and cigar manufacturers,

with abstracts of their inventories and returns. Indexed. (Seldom, official.) 11 x 17 vols., 47 ft., in wooden boxes and on floor. Dirty. R. 414. (619)

236. DAILY REPORT OF SPECIAL TAX STAMPS SOLD, 1869 - 1924. Reports relative to tax stamps of brewers and dealers in malt and liquor, tax stamps on butter, oleomargarine, and other household commodities. (Seldom, official.) 9½ x 12 vols., 9 ft., in wooden boxes and on floor. Dirty. R. 414. (584)

237. RECORD OF SEIZURE AND SALES OF PERSONAL PROPERTY MADE BY DISTRICT COLLECTOR, 1869 - 1924. Pertaining to seizures of personal property by revenue agents to be sold by government, showing name of claimant and grounds on which seized. (Seldom, official.) 11 x 15 vols., 35 ft., in wooden boxes and on floor. R. 414. (828-A)

238. SPECIAL FILE BOOKS, 1869 - 1924. Inventory of all distilleries, for testing all alcoholic beverages to see if they are keeping within the law, with record of number of serial stamps for each warehouse. Indexed. (Seldom, official.) 12 x 18 vols., 17 ft., in wooden boxes and on floor. Dirty. R. 414. (617)

239. STOREKEEPERS' DETAIL RECORDS AT DISTILLERY WAREHOUSES, 1869 - 1924. Show each package of spirits deposited in distillery warehouses, amount of tax paid on each package, and whether first or second regage. (Seldom, official.) 12 x 15 vols., 11 ft., in wooden boxes and on floor. Dirty. R. 414. (621)

240. MISCELLANEOUS FILE, Feb. 7, 1869 - July 2, 1896. Record of and copies of correspondence, appointments, assignments, and general business. No apparent filing order. Indexed. (Seldom, official.) 10 x 12 vols., 60 ft., on wooden counter. Brittle, dirty, bindings broken, ink faded. R. 414. (614)

241. CORRESPONDENCE, 1875 - 1908. Relative to orders for adhesive stamps, compromises with violators failing to have government stamps on liquor, and selling of land for taxes. (Seldom, official.) 9 x 11 vols., 75 ft., in wooden boxes and on floor. Dirty, bindings broken. R. 414. (583)

242. COLLECTOR'S RECORD OF BONDED DISTILLED SPIRITS, Jan. 1879 - Mar. 1891. No apparent filing order. (Seldom, official.) 12 x 19 vols., 23 ft., on wooden counter. Dirty. R. 414. (616)

243. RECORD OF SEIZURE AND OF SALES OF PERSONAL PROPERTY, 1879 - 1927. Record of seizure and sale of whiskey, etc., by revenue agents and notices of sales. Indexed. (Frequently, official.) 12 x 20 vols., 3 ft. 2 in., in drawer of steel filing case. R. 220. (771)

244. DISTILLERS' WAREHOUSING BONDS, Jan. 1890 - 1896. (Seldom, official.) 4 x 8½ bundles, 9 ft., in open wooden box. Dirty. R. 414. (613)

245. COLLECTOR'S RECORD OF BONDS, 1899 - 1900. Record of cigar, tobacco, brewers, alcohol, and tobacco peddlers' bonds. 3 x 10 card index in R. 318. (Seldom, official.) 11 x 16 vol., 2 in., on floor. Dirty, scattered. R. 414. (608)

246. CORRESPONDENCE, May 4, 1905 - May 21, 1913. Correspondence with district judge, attorney general, clerk of court, revenue agents, and marshals. (Seldom, official.) 10 x 12 folders, 1 ft., in paste-board box. Dirty. Basement. (704)

247. SPECIAL AGENT APPOINTMENTS AND CORRESPONDENCE, Sept. 14, 1906. Also acknowledgments of appointments, tabulations, and transfers. 4 x 9 sheets, 4 ft. 6 in., in wooden document holders. Dirty. R. 414. (615)

248. TAX ASSESSMENTS AND LIST OF CORPORATIONS AND JOINT STOCK COMPANIES, 1909 - 1918. List of joint stock companies, corporations, and associations liable to special excise tax. Indexed. (Frequently, official.) 14 x 17 vols., 1 ft., on wooden shelf. Dirty. R. 221. (839)

249. CORRESPONDENCE, Feb. 18 - June 5, 1909. Between Commissioner and agent in charge of Nashville Division. Index in R. 318. (Seldom, official.) 10 x 12 vol., 2 in., on floor. Dirty, scattered. R. 414. (609)

250. LETTERS FROM COMMISSIONER TO COLLECTOR, July 29 - Sept. 16, 1909. Correspondence and telegrams. 3 x 10 card index in R. 318. (Seldom, official.) 9 x 11 vol., 4 in., on floor. Dirty. R. 414. (605)

251. REVIEWERS' WORK SHEETS, Sept. 15, 1909 - Jan. 1929. Forms, tabulations, reports, work sheets, examinations, explanations of items, and computations. (Seldom, official.) 9 x 12 bundles, 120 ft., on floor. Dirty. R. 414. (594-A)

252. REPORT OF VIOLATIONS OF INTERNAL REVENUE LAWS, Nov. 27, 1910 - Apr. 21, 1914. Forms, tabulations, correspondence, and information relative to persons failing to conspicuously post special tax stamps as RFD and failure to pay this tax. Arranged alphabetically. (Occasionally, official.) 12 x 12 pockets, 6 in., in filing case. Basement. (706)

253. RECORD OF SEIZURE AND SALES OF PERSONAL PROPERTY, 1911 - 1913. Names and addresses of persons from whom government has confiscated property, dates of seizure, and dates of sale. (Seldom, official.) 12 x 16 vol., 2 in., in wooden filing case. Dirty. R. 219. (828)

254. ANNUAL LIST OF AMOUNT OF NORMAL INCOME TAX WITHHELD AT SOURCE OF ANY INCOMES EXCEEDING \$3000.00 FOR TAXABLE YEAR, Mar. 1913 - Apr. 1917. (Seldom, official.) 8 x 10 $\frac{1}{2}$ folders, 3 in., on floor. Dirty. Basement. (632)

255. CANCELLED 90 DAY PERMITS, Apr. 2, 1913 - Oct. 23, 1923. Forms, tabulations, and correspondence relative to applications for permits to sell and purchase alcohol. (Seldom, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. Dirty. R. 414. (627)
256. DAILY RECORD OF TOBACCO STAMPS SOLD, July 1, 1913 - June 30, 1915. 3 x 10 card index in R. 318. (Seldom, official.) $9\frac{1}{2}$ x $19\frac{1}{2}$ vol., 3 in., on floor. Dirty. R. 414. (610)
257. INCOME TAX ASSESSMENT LIST OF INDIVIDUALS AND WITHHOLDING AGENTS, 1914 - 1917. Indexed. (Frequently, official.) 14 x 17 vol., 4 in., on wooden shelf of safe. Dirty. R. 221. (833-A)
258. OLD FISCAL YEAR FILE AND NOT FOUND FILE, CORPORATION, 1914 - 1920. Record of information regarding fiscal year file and missing files. Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 8 in., in drawer of wooden filing case. Basement. (683)
259. MISCELLANEOUS CORRESPONDENCE, 1914 - 1923; 1930. (Seldom, official.) 10 x 12 folders and bundles, 2 ft., on floor. Dirty. R. 213. (692)
260. PROHIBITION AGENTS' REPORTS OF VIOLATIONS OF NATIONAL PROHIBITION ACT, Mar. 1914 - Apr. 1922. Forms, correspondence, charts, and tabulations. Arranged alphabetically. (Occasionally, official.) 9 x 12 folders, 4 ft., on floor. Dirty, torn, scattered. Basement. (677)
261. MONTHLY REPORT OF SNUFF STAMPS FOR DISTRICT OF TENNESSEE, July 1914 - Jan. 1918. Shows amount of snuff stamps sold and amount on hand. 3 x 10 card index in R. 318. (Seldom, official.) 12 x 16 vol., 2 in., on floor. Dirty, scattered, bindings broken. R. 414. (607)
262. RECORD OF CLAIMS FOR ABATEMENT AND REFUND, NO. 22, July 1914 - Apr. 4, 1921. Shows amounts claimed, amounts allowed, amounts rejected, and reasons for claims. Indexed. (Seldom, official.) 14 x 16 vol., 1 in., on filing case. Dirty. Basement. (741)
263. RECORD OF SALES OF TOBACCO AND SNUFF STAMPS TO MANUFACTURERS, 1915 - 1916. Shows amounts purchased by manufacturers in Tennessee District. 3 x 10 card index in R. 318. (Seldom, official.) 12 x 16 vol., 3 in., on floor. Dirty. R. 414. (607-A)
264. INVESTIGATION OF TESTS ON BEVERAGES, 1915 - 1920. Forms, charts, correspondence, and tabulations of tests on beverages, for determining percentage of alcohol contained. Arranged numerically. (Occasionally, official.) 9 x 12 folders, 1 ft. 9 in., in paste-board box. Basement. (699)
265. CORRESPONDENCE, Dec. 1915 - Dec. 1931. Correspondence with

the Commissioner and other officials; also telegrams. (Seldom, official.) 9 $\frac{1}{2}$ x 12 folders, 2 ft., in pasteboard boxes. Basement. (675)

266. PARTNERSHIP AND CORPORATION INCOME TAX, 1916 - 1930. Information relative to partnership and corporation gross sales. Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 8 ft., in 11 drawers of wooden card filing cases. Basement. (649)

267. RECORD OF SUITS AND VIOLATIONS OF LAW, Apr. 4, 1916 - Aug. 1921. Record of disposition of suits, judgments, fines, and compromises. (Frequently, official.) 14 x 17 vol., 1 in., on filing case. Dirty, bindings broken. Basement. (742)

268. DAILY RECORD OF ORDER FORMS FOR OPIUM, ETC., SOLD IN THE DISTRICT, Oct. 31, 1916 - Feb. 1924. Registry number, names and locations, amount sold, and amount collected. (Seldom, official.) 10 x 16 vol., 2 in., on filing case. Dirty. Basement. (745)

269. DAILY ATTENDANCE OF EMPLOYEES, 1917 - 1922. Record of time employees arrived and departed. (Frequently, official.) 9 x 15 vol., 2 in., in drawer of steel filing case. R. 220. (763)

270. VOUCHERS, 1917 - 1923. Also tabulations and telegrams; information with regard to percentage of total sum paid by subcontractors to general contractor and percentage of work to be done by subcontractors. (Seldom, official.) 9 x 12 folders, 9 ft., in 5 drawers of wooden filing cases. Dirty. R. 414. (831-A)

271. INDIVIDUAL INCOME TAX REPORTS, 1917 - 1926. Report forms, computations, and correspondence; information regarding reports to Commissioner from field examiners. Arranged alphabetically. 3 x 10 card index in R. 318. (Seldom, official.) 9 x 12 folders, 12 ft., in 6 drawers of steel filing cases. Dirty. R. 414. (634)

272. INDIVIDUAL RECORD, 1917 - 1929. Record of individual income tax. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 450 ft., in 213 drawers of wooden card cabinets. Dirty. Basement. (725)

273. PARTNERSHIP RECORD, 1917 - 1929. Record of partnership income tax. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 36 ft., in 10 drawers of wooden card cabinets. Dirty. Basement. (726)

274. ESTATE TAX COMPLETED, 1917 - 1931. Correspondence, reports, and tabulations. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 36 ft. 3 in., in 14 drawers of steel and 12 drawers of wooden filing cases. R. 414. (585)

275. CORPORATION AND PARTNERSHIP INCOME TAX REPORTS, 1917 - 1934. Forms, correspondence, computations, tax reports, and field examination report. Arranged alphabetically. 3 x 10 card index in R. 318. (Occasionally, official.) 9 x 14 folders, 24 ft., in 12 drawers of

steel filing cases. Dirty. R. 414. (644)

276. CORPORATION INCOME TAX REPORTS, 1917 - 1934. Forms, correspondence, computations, tax reports, and field examination reports. Filed alphabetically. 3 x 10 card index in R. 318. (Occasionally, official.) 9 x 14 folders, 12 ft., in 6 drawers of steel filing cases. Dirty. R. 414. (599)

277. ACCUMULATIVE FILE, 1917 - 1935. Record of warrants for distraint, showing address, date of issuance, date of receipt, date forwarded, date returned, final disposition, remarks, tax, and percentage of penalty. Arranged alphabetically. 3 x 5 cards, 8 ft., in 4 steel filing cases. R. 222. (805-A)

278. ADDITIONAL ASSESSMENTS, 1917 - 1935. Record of corporation and individual taxes combined, indicating name and code number. Closed cases are transferred to closed file. (Daily, official.) 3 x 5 cards, 28 ft., in 7 drawers of steel card cabinets. R. 222. (735)

279. GENERAL CORRESPONDENCE, TAX REPORTS, ETC., 1917 - 1936. Dead file of general income tax reports and correspondence. (Seldom, official.) 9½ x 16 bundles, 60 ft., in safe. R. 213. (869)

280. GENERAL INCOME TAX CORRESPONDENCE, 1917 - 1936. Dead file. (Seldom, official.) 9½ x 16 bundles, 35 ft., in safe. Dirty. Rs. 220 and 221. (844)

281. MISCELLANEOUS FILE OF ASSISTANT COLLECTOR, 1917 - 1936. Forms, tabulations, correspondence, and telegrams pertaining to income tax returns and processing taxes. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 6 ft., in wooden filing case. R. 220. (764)

282. PERMANENT RECORD OF PARTNERSHIPS AND CORPORATIONS, 1917 - 1936. Name of corporation, address, date, examining officer, date report sent to Washington, and other details. Filed alphabetically, as closed cases, open cases, and cases under investigation. (Frequently, official.) 5 x 8 cards, 17 ft. 4 in., in 17 wooden filing cases. R. 318. (620)

283. BREWERS' MONTHLY RETURNS, July 22, 1917 - 1919. Form 18, revised 1917, pertaining to sales of taxable and nontaxable beverages and liquors. (Seldom, official.) 9 x 14 vol., 1 in., on filing case. Dirty. Basement. (744)

284. REVENUE ACCOUNT CURRENT, Nov. 26, 1917 - Dec. 26, 1925. Form 79, statement of transactions in regard to deposits, credits, and balances and statement of balance of cash on hand, cash in bank, taxes, and miscellaneous. (Seldom, official.) 12 x 12 vol., 8 in., in steel safe. Dirty. R. 217. (860)

285. CORPORATIONS, PARTNERSHIPS, CONSOLIDATED, AND INDIVIDUAL TAX

RETURNS, WITHOUT REPORTS, 1918 - 1928. Information relative to transcripts received and tax returns returned to Bureau without examination. 3 x 10 card index in R. 318. (Seldom, official.) 8 x 11 vols., 6 in., on floor. Dirty, scattered. R. 414. (611)

286. COLLECTOR'S SUMMONS TO TESTIFY AND PRODUCE BOOKS, 1918 - 1932. Presented to taxpayer, summoning him to appear and bring records for inspection where some question of accuracy of tax return arises (duplicates). (Seldom, official.) $2\frac{1}{2}$ x 8 sheets, 2 in., in wooden and steel filing case. R. 220. (824)

287. FIELD EXAMINATION RECORDS OF INCOME TAX, 1918 - 1933. Forms and correspondence relative to investigation of income taxes of recent years as to whether under or over paid. Arranged alphabetically. (Occasionally, official.) 9 x 12 folders, 2 ft. 6 in., in pasteboard box. Basement. (719)

288. APPLICATIONS, 1918 - 1935. Applications for government jobs. Arranged alphabetically. (Frequently, official.) 9 x 12 folders and sheets, 3 in., in drawer of wooden filing case. R. 220. (782)

289. SEIZURE AND SALE OF CONFISCATED AUTOMOBILES AND PERSONAL PROPERTY, 1919 - 1925. Forms and correspondence regarding dates of seizure, amounts for which sold, and dates of sale. (Frequently, official.) 8 x 12 sheets, 1 ft., in drawer of wooden filing case. Dirty. R. 220. (828-B)

290. COMMISSIONER'S ASSESSMENT LISTS OF INCOME TAXES, 1919 - 1935. Form 23-A, relative to inquiries, determinations, assessments of taxes, and penalties. Indexed. (Frequently, official.) 12 x 13 loose-leaf books, 28 ft., on 5 wooden shelves. Brittle, dirty, bindings broken. R. 221. (832)

291. RECAPITULATION OF REMITTANCES, 1919 - 1936. Form 784, record of checks, money orders, currency, coin, and certificates. (Seldom, official.) 10 x 14 sheets, 2 ft. 2 in., in steel safe. R. 217. (872)

292. REVENUE GENERAL LEDGER, 1919 - 1936. Form 765, record of cash in bank. (Seldom, official.) 11 x 17 vols., 8 in., in steel safe. Dirty. R. 217. (859)

293. INVOICES, May 23 - June 18, 1919. Doctors' prescriptions used as evidence in narcotic cases. (Seldom, official.) 12 x 16 vols., 4 in., in pasteboard box. Basement. (705)

294. BONDS OF DEALERS IN LEAF TOBACCO, June 30, 1919 - Jan. 2, 1936. Forms 771 and 772. Index. (Daily, official.) $3\frac{1}{2}$ x 8 sheets, 7 ft., in 8 drawers of wooden card cabinets. R. 215. (784)

295. DAILY JOURNAL OF MISCELLANEOUS TRANSACTIONS OF TAX DIVISION, July 29, 1919 - Dec. 1929. Form 769, income tax miscellaneous journal. (Frequently, official.) 8 x 11 envelopes, 1 ft. 6 in., on floor. Basement. (698)

296. ADVERTISING ORDERS, Oct. 29, 1919 - Mar. 27, 1932. Forms, correspondence, and reports, pertaining to newspaper publishing advertising orders for sale of personal property; also oaths of office. Arranged alphabetically. (Frequently, official.) 9 x 12 sheets, 6 in., in drawer of wooden filing case. R. 220. (791)

297. CORRESPONDENCE, 1920 - 1924. Form correspondence relative to warrants against violators of National Prohibition Act. Arranged alphabetically. (Occasionally, official.) 9 x 12 folders, 10 in., on floor. Dirty, torn, bindings broken. Basement. (675-A)

298. RECORD OF WARRANTS, 1920 - 1924. Forms relative to record of warrants for distraint, indicating penalties, when paid, and to whom paid. Arranged numerically. (Occasionally, official.) 3 x 5 cards, 5 ft. 6 in., on floor. Basement. (687)

299. ORDERS FOR OPIUM, 1920 - 1931. Forms, correspondence, and tabulations pertaining to orders for opium from drug stores and doctors, amount on hand, and amount of tax owed. Arranged alphabetically. (Occasionally, official.) 9 x 11 vols., 4 ft. 4 in., in pasteboard box. Basement. (720)

300. BONDS FOR POSTPONEMENT OF PAYMENT OF INCOME TAX, 1920 - 1934. Bonds of different surety companies who have posted them as surety for postponement of payment of income taxes for various individuals and corporations. (Seldom, official.) 9 x 11 folders, 4 in., in wooden box. Dirty. R. 221. (843)

301. CERTIFICATES OF COMPLIANCE ISSUED TO RESIDENT ALIENS, 1920 - 1934. Telegrams and correspondence with resident aliens regarding income taxes (duplicates). (Seldom, official.) 9 x 11 loose-leaf book, 2 in., on wooden shelf of safe. Brittle, dirty, torn. R. 220. (841)

302. INVENTORY OF MACHINERY AND OFFICE EQUIPMENT, Jan. 1, 1920 - Jan. 1, 1936. Record of number and make of typewriters, adding machines, supplies, and other items on hand, with correspondence. (Frequently, official.) 8 x 10 bundles, 2 in., in wooden and metal drawer. R. 220. (806)

303. DAILY AND MONTHLY LISTS OF ABSENCES, 1920 - 1936. Record of time employees were off duty. (Frequently, official.) 10 x 12 sheets, 6 in., in 2 wooden and metal drawers. R. 220. (825)

304. PERMANENT RECORD OF INDIVIDUALS, 1920 - 1936. Names, addresses, dates, serial numbers, and name of examining officer; some marked "cases under investigation." Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 19 ft. 7 in., in 18 wooden filing cases. R. 318. (618)

305. RECORD OF ALCOHOL RESTORED AND REDENATURED AT MANUFACTURE STOREROOM, June 17 - Sept. 9, 1920. Number of gallons, kind and

strength, and denaturants used, with name of supervising officer. Arranged alphabetically. (Seldom, official.) 14 x 16 vol., 1 in., on filing case. Basement. (739)

306. DAILY REPORTS OF PROHIBITION AGENTS, 1921 - 1927. Agents' reports on violations discovered, arrests made, and value of property seized. (Seldom, official.) 8 x 10 $\frac{1}{2}$ sheets, 18 ft., in 8 drawers of wooden filing cases. Dirty. R. 414. (628)

307. APPLICATIONS FOR LEAVE OF ABSENCE, 1921 - 1936. Regarding employees' leaves of absence and applications for leave, showing dates of departure and return. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 2 ft. 6 in., in wooden filing case. Dirty. R. 220. (819)

308. COMMISSIONER'S FILE, 1921 - 1936. Forms, charts, tabulations, and correspondence pertaining to General Regulations 83 and 84; also budget form sent out by General Accounting Office. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 5 ft., in 3 drawers of steel filing case. Dirty. R. 220. (762)

309. MONTHLY REPORT OF CHANGES IN PERSONNEL, 1921 - 1936. Relative to resignation and transfer of employees. (Frequently, official.) 8 x 10 sheets, 2 in., in metal drawer. R. 220. (803)

310. WARRANTS FOR DISTRAINT AND REPORT OF PROCEEDINGS, Jan. 18, 1921 - Sept. 20, 1923. Forms 53 and 69, with correspondence containing information on warrants and uncollectible taxes. (Seldom, official.) 3 $\frac{1}{2}$ x 9 sheets, 4 ft., in 4 drawers of wooden card cabinet. R. 213. (805-C)

311. WARRANTS FOR DISTRAINT, Mar. 1921 - Apr. 1925. Pertaining to levy on property of persons who owe government and sale of as much property as necessary to pay tax. Arranged alphabetically. (Occasionally, official.) 8 x 11 bundles, 2 ft., on floor and on case. Basement. (805-D)

312. MISCELLANEOUS CORRESPONDENCE OF U. S. DISTRICT ATTORNEY, 1922 - 1923. Relative to various matters in district attorney's office. (Seldom, official.) 10 x 12 folders and bundles, 2 in., on floor. Dirty. Basement. (676)

313. LIST OF TAXES, EXTENSION OF TD 2912 TO GOVERN INCOME RETURNS MADE PURSUANT TO TITLE, Feb. 9, 1922. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 7 in., in steel filing case. R. 209. (855)

314. ACCOUNT SHEETS AND CONSOLIDATED REPORT OF SPECIAL DEPOSIT ACCOUNTS, Dec. 1922 - Dec. 1933. Form 813, document register, relative to special deposit accounts and unidentified accounts. Arranged alphabetically. (Frequently, official.) 12 x 18 envelopes, 3 ft. 10 in., on floor. Basement. (650)

315. EXAMINING AGENTS' FILES NOW IN DIVISIONS, Dec. 14, 1922. Inventory sheets, correspondence, tabulations, and reports. (Seldom, official.) 9 x 12 folders, 4 ft., in 2 drawers of wooden filing case. Dirty. R. 414. (601)

316. STOPPAGE REQUESTS AND CORRESPONDENCE, 1923 - 1924. Carbons of stop payments on checks. (Seldom, official.) 2 $\frac{1}{2}$ x 8 sheets, 1 in., in drawer of wooden filing case. R. 220. (830)

317. MONTHLY WORK REPORT, INCOME TAX OFFICE, Jan. 1923 - Dec. 1925. Examinations, tabulations, and monthly reports. Index. (Seldom, official.) 10 x 15 folders and envelopes, 4 ft., in 2 drawers of wooden filing case. Dirty. R. 414. (598)

318. PHYSICIANS' PRESCRIPTION RECORD, 1923 - 1926. Daily record of all alcoholic drugs. Indexed. (Frequently, official.) 6 x 9 vol., 1 in., in steel filing case. R. 220. (761)

319. REGISTER RECEIPTS, 1923 - 1927. Forms pertaining to public vouchers for purchases and services other than personal. Arranged numerically. (Frequently, official.) 9 x 12 sheets, 3 in., in wooden filing case. R. 220. (770)

320. INDIVIDUAL INCOME TAX REPORTS, 1923 - 1934. Computations, copies of reports, correspondence, and letters transmitting reports of field examinations to Commissioner (duplicates). Arranged alphabetically. 3 x 10 card index in R. 318. (Frequently, official.) 9 $\frac{1}{2}$ x 14 folders, 59 ft., in 30 drawers of steel and wooden filing cases. R. 414. (634-A)

321. STATEMENT OF CHECKING ACCOUNT, 1923 - 1934. Forms and correspondence pertaining to statements of income tax returns furnished to taxpayers and monthly report of Collector. Arranged by dates. (Frequently, official.) 9 x 15 folders, 6 in., in 2 drawers of wooden filing case. R. 220. (769)

322. SCHEDULE OF DISBURSEMENTS, 1923 - 1935. Form 1024, disbursement report by Collector and disbursing agent. (Frequently, official.) 8 x 14 folders, 9 in., in wooden and metal drawers. R. 220. (822)

323. NOTICE OF TAX LIEN AND CERTIFICATE OF DISCHARGE, 1923 - 1936. Regarding taxes assessed including penalties, and gives data as to date when paid and discharged. (Frequently, official.) 10 x 12 sheets, 6 in., in wooden and metal drawers. R. 220. (821)

324. RECORD OF WARRANTS, 1924. Arranged numerically. (Occasionally, official.) 8 x 11 sheets, 3 in., on floor. Basement. (687-A)

325. DEPUTY COLLECTOR'S REPORTS TO DIVISION CHIEF, 1924 - 1925. (Seldom, official.) 10 x 12 folders and bundles, 6 in., on floor. Dirty, scattered. Basement. (656)

326. OFFERS IN COMPROMISE, INCOME TAX, 1924 - 1930. Record of old balance, debits, and credits, with remarks. (Frequently, official.) 12 x 13 vol., 2 in., on filing case. Dirty. Basement. (743)

327. INDIVIDUAL INCOME TAX RETURNS, 1924 - 1931. Cards and forms with information relative to account numbers of individuals, 53423-705884. (Occasionally, official.) 5 x 8 cards, 23 ft., in 31 drawers of filing cases. Basement. (634-B)

328. RECORD OF AUDIT, 1924 - 1933. Return number, tax as stated by taxpayer, amount paid, and name of taxpayer. (Seldom, official.) 11 x 14 vols., sheets, and bundles, 2 ft. 6 in., on filing case. Dirty. Basement. (746)

329. RECORD OF WARRANTS FOR DISTRAINT, 1924 - 1933. Prepared for collection of entire tax when quarterly installment is defaulted, showing taxpayers' names and addresses, due date of tax, amount due, plus additional interest, and memo as to final disposition of case. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 8 ft. 6 in., in 2 drawers of steel filing case and 2 wooden filing boxes. R. 209. (805-E)

330. INDIVIDUAL AND FIDUCIARY INCOME TAX FIELD REPORTS, c. 1924 - 1934. Tabulations, correspondence to and from executors of estates of deceased regarding taxes, and advice or requests to income taxpayers regarding taxes, and forms showing name of party, possessions purchased, cost, and depreciation. Index. (Frequently, official.) 9 $\frac{1}{2}$ x 15 folders, 76 ft., in 60 drawers of steel and 8 drawers of wooden filing cases. R. 319. (622)

331. ANNUAL AND SPECIAL ALLOWANCES, 1924 - 1935. Forms pertaining to appointments, showing length of time covered by appointment and salary per year. Arranged numerically. (Frequently, official.) 9 x 12 sheets, 4 in., in drawer of wooden filing case. R. 220. (766)

332. TRANSPORTATION COMPANIES' NOTICES OF ARRIVAL OF SHIPMENT, 1924 - 1935. Receipts for payment, notices of arrival, and correspondence regarding shipments of supplies or office records. (Seldom, official.) 2 $\frac{1}{2}$ x 8 sheets, 1 in., in drawer of wooden and steel filing case. R. 220. (823)

333. ACCOUNT CURRENT, 1924 - 1936. Form 1021, Special Deposit Account; and Form 49, Report of Deposits. (Frequently, official.) 8 $\frac{1}{2}$ x 14 sheets, 4 in., in steel filing case. R. 217. (874)

334. RECORD FOR FORM 22, 1924 - 1936. Form 858, record of processing taxes on tobacco, cigars, beer, liquor, malts, sugar-cane, beets, cotton, and other taxable items. (Seldom, official.) 14 x 17 vols., 1 ft., in safe. Dirty. R. 217. (857)

335. ZONE DEPUTIES' REPORTS AND ORDERS, 1924 - 1936. Forms and correspondence. Arranged by dates. (Frequently, official.) 9 x 12 vols., 4 ft., in 2 drawers of steel filing case. R. 220. (666)

336. ESTATE TAX, Jan. 8, 1924 - Jan. 3, 1934. Form 706, Estate Tax Returns; Form 722, Summary Sheets; Form 880, Notice and Demand for Estate or Gift Tax; schedules; and copy of last will; with correspondence with administrator. Arranged alphabetically. (Frequently, official.) 9 x 12 folders and sheets, 31 ft., in 20 drawers of wooden filing cases. Basement. (738)

337. CORPORATION AND PARTNERSHIP INCOME TAX FIELD REPORTS, Apr. 1924 - 1934. Copies of revenue agents' reports and examinations. Indexed. (Daily, official.) 9 x 15 folders, 96 ft., in 40 steel and 8 wooden drawers of filing cases. R. 314. (644-B)

338. CORRESPONDENCE WITH CORPORATIONS, Aug. 20, 1924 - Feb. 15, 1927. Also receipts, acknowledgments, requests for information, and general correspondence. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Basement. (684)

339. CORRESPONDENCE, Dec. 6, 1924 - Jan. 1936. Forms 62 and 775, with correspondence with manufacturers. Arranged alphabetically. (Frequently, official.) 8 x 11 sheets, 5 ft., in 3 drawers of wooden filing case. R. 215. (804-D)

340. ACCOUNTING REPORTS, 1925. Relate to Collector and disbursing agent's report on money collected. Arranged alphabetically. (Occasionally, official.) $3\frac{1}{2}$ x $8\frac{1}{2}$ bundles, 3 in., on floor. Basement. (680)

341. INFORMAL CONTRACTS AND CORRESPONDENCE, 1925 - 1926. Mimeographed forms only. (Seldom, official.) 9 x 12 folders, 2 ft. 6 in., in steel filing case. R. 209. (852)

342. MISCELLANEOUS PRODUCTION AND EFFICIENCY REPORTS, Jan. 1925 - Dec. 1929. Correspondence, tabulations, and reports. (Seldom, official.) 10 x 14 folders and bundles, 1 ft., in drawer of wooden filing case. Dirty. R. 414. (583)

343. OATHS OF OFFICE, 1925 - 1932. Reports, tabulations, correspondence, and affidavits, covering newly appointed deputy collectors swearing they will execute their duties with efficiency and fidelity, signed by appointee and notarized. (Seldom, official.) $2\frac{1}{2}$ x 8 sheets, 4 in., in steel and wooden filing case. Dirty. R. 220. (817)

344. NARCOTIC CORRESPONDENCE, Jan. 22, 1925 - 1930. Narcotic correspondence and correspondence relating to tobacco and special tax stamps, with post cards. (Seldom, official.) 8 x $10\frac{1}{2}$ loose-leaf books and bundles, 2 ft., on box on floor. Dirty. Basement. (722)

345. NOTICES OF REFUNDS, Jan. 30, 1925 - Dec. 31, 1934. Form 844-B, with tabulations, relative to refunds on income tax. (Seldom, official.) 8 x 10 sheets, 1 ft. 2 in., on floor. Basement. (707)

346. WARRANTS FOR DISTRAINT RETURNED, Apr. 4, 1925 to date.

Form 69. Index. (Frequently, official.) 8 x 10 sheets, 6 ft. 6 in., in drawer of steel filing case. R. 213. (805-F)

347. COMMISSIONER'S FILE, Oct. 9, 1925 - Dec. 12, 1933. Tabulations, correspondence, reports, original returns, waivers, and classified returns. (Seldom, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. Dirty. R. 414. (602)

348. ESTATE TAX RECORD, Oct. 24, 1925 - Feb. 13, 1936. Form 842, showing date of death, value of property, and name and address of administrator. Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 2 ft., in drawer of steel card cabinet. R. 213. (760)

349. CORRESPONDENCE, STATEMENTS, AND REPORTS ON NARCOTICS FROM DOCTORS AND DRUG STORES, 1926 - 1927. (Seldom, official.) 10 x 12 bundle, 4 in., on floor. Dirty, scattered. R. 213. (640)

350. STATEMENTS OF INCOME TAX DUE, 1926 - 1927. Statements and reports, with correspondence relative to quarterly installments due. (Seldom, official.) 3 x 8 $\frac{1}{2}$ bundles, 10 ft. 6 in., on floor. Dirty, scattered. R. 213. (639)

351. FIELD REPORTS, 1926 - 1929. Form 1040, tabulations, correspondence, field reports, block adjustments, computation of income tax, explanations of items, and Form 886. Index. (Frequently, official.) 8 x 12 folders and sheets, 16 ft., in 8 drawers of steel filing cases. Basement. (688-A)

352. VOUCHERS FOR SERVICES OTHER THAN PERSONAL, 1926 - 1927; 1929. Prepared when bills for services or commodities are presented, and sent to disbursing department for approval and payment. (Seldom, official.) 2 $\frac{1}{2}$ x 8 sheets, 1 in., in drawer of wooden and steel filing case. Dirty. R. 220. (831-B)

353. STATEMENT OF WORK PERFORMED BY EACH FIELD DEPUTY IN DISTRICT OF TENNESSEE, 1926 - 1934. Pertains to warrants, total and miscellaneous, income, processors and floor taxes, and other investments, with correspondence. Index. (Seldom, official.) 8 x 12 $\frac{1}{2}$ folders, 2 ft., in steel filing case. R. 209. (848)

354. MASTER CORPORATION RECORD, 1926 - 1935. Shows gross and net income and account number. Index. (Daily, official.) 5 x 8 cards, 32 ft., in 10 drawers of steel card cabinet. R. 222. (715)

355. OFFERS IN COMPROMISE, INCOME TAX, Jan. 26, 1926 - Apr. 4, 1929. Form 656, pertaining to failure to file income tax returns and for violating law. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Basement. (685)

356. APPLICATIONS FOR REREGISTRY AND SPECIAL TAX STAMPS AND OPIUM, Apr. 1926 - Nov. 1927. Forms indicating amount and name and address of each person buying opium or other drugs. Arranged numerically. (Occasionally, official.) 5 x 8 cards, 5 ft., in pasteboard box. Basement. (721)

357. REVIEWERS' WORK SHEETS AND REPORTS, Nov. 26, 1926 - Nov. 26, 1930. Forms, reports, and tabulations. Arranged alphabetically. (Seldom, official.) $9\frac{1}{2}$ x 14 folders, 10 ft., in 5 drawers of wooden filing cases. R. 414. (591)

358. CONTROL SLIPS, 1927 - 1929. Forms, tabulations, and correspondence relative to identity sheets and date money was deposited in unidentified account. Arranged by dates. (Seldom, official.) 8 x 11 envelopes, 6 in., in pasteboard box. Basement. (700)

359. TRANSCRIPTS FROM WHOLESALE LIQUOR DEALERS' BOOKS, 1927 - 1929. Form 52B, showing to whom liquor was sold, permit number, kind of spirits or wines, and number of packages sold. Arranged alphabetically. (Occasionally, official.) 8 x 15 sheets, 1 ft. 3 in., on floor. Basement. (674)

360. PAY ROLLS FOR PERSONAL SERVICES, 1927 - 1932. Name, occupation, and salary for 2 weeks period. Arranged by dates. (Occasionally, official.) 9 x 12 sheets, 2 ft., in drawer of wooden filing case. Torn. R. 220. (767)

361. TIME REPORTS, 1927 - 1933. Forms, tabulations, and correspondence pertaining to employees appearing on pay roll every 15 days; also list of employees dismissed. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 2 ft. 3 in., in 2 drawers of wooden filing case. R. 220. (768)

362. REVENUE AGENTS' REPORTS, 1927 - 1936. Forms, charts, tabulations, and correspondence pertaining to contracts for telephone service, appointments, and payment of bills and pensions. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 6 ft., in 3 drawers of wooden filing case. Dirty. R. 220. (765)

363. STATEMENT OF INCOME TAX RETURNS FURNISHED TAXPAYERS, 1927 - 1936. (Frequently, official.) 3 x 10 sheets, 2 in., in wooden and metal drawer. R. 220. (810)

364. COMPANY AND PARTNERSHIP INCOME TAX REPORTS, Feb. 2, 1927 - June 29, 1928. Examinations, correspondence, reports, and tabulations. (Seldom, official.) 9 x 12 folders, 42 ft. 6 in., in 26 drawers of steel filing cases. Dirty. R. 414. (644-A)

365. INDIVIDUAL INCOME TAX REPORTS, Sept. 26, 1927 - Apr. 27, 1928. Examination, reports, correspondence, and tabulations. (Seldom, official.) 9 x 12 folders, 18 ft., in 11 drawers of steel filing cases. R. 414. (634-C)

366. CORPORATION AND PARTNERSHIP INCOME TAX RECEIPTS, Oct. 19, 1927 - Dec. 29, 1932. Correspondence and receipts. Arranged alphabetically. (Seldom, official.) 9 x 12 bundles, 50 ft., in 28 drawers of steel filing cases. Dirty. R. 414. (587)

367. INDIVIDUAL INCOME TAX RECEIPTS, Oct. 19, 1927 - 1932. Also

related correspondence. (Seldom, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. Dirty. R. 414. (634-M)

368. INCOME TAX WORK PAPERS, 1928 - 1929. Correspondence, tabulations, and reports. (Seldom, official.) 9 x 12 sheets, 4 ft., in 2 drawers of wooden filing case. Dirty. R. 414. (600)

369. MONTHLY REPORT OF OUTSTANDING ITEMS ON INCOME TAX LIST, 1928 - 1930. Information relative to taxpayers' claims, offers in compromise, bankrupt and receivers, and extension of time for payment. (Seldom, official.) 8 x 11½ folders and sheets, 5 ft., on floor. Basement. (631)

370. SPECIAL TAX RETURN BLANK, 1928 - 1930. Applications from dealers, relating to special taxes on mixed flour, adulterated butter, colored and uncolored oleomargarine, malt liquors, stills, and worms. (Seldom, official.) 6½ x 8 cards, 4 ft. 2 in., in steel filing case. R. 305. (638)

371. SPECIAL ADVISORY COMMITTEE CASES, 1928 - 1932. Correspondence and reports regarding cases whereby some controversy has come up; also rules and regulations for special advisory committee. Arranged alphabetically. 3 x 10 card index in R. 318. (Occasionally, official.) 9 x 12 folders, 1 ft. 6 in., in metal drawer. R. 414. (596)

372. STATEMENTS OF INCOME TAX DUE, 1928 - 1933. Form 1123, demand for installments due. (Frequently, official.) 3 x 8½ sheets, 9 ft. 3 in., on pasteboard box. Basement. (704-A)

373. INCOME TAX CORRESPONDENCE, 1928 - 1934. Transfer vouchers, reports of uncollectible taxes, and correspondence, showing kind and amount of income tax paid, to whom paid, by whom paid, and date received. Arranged alphabetically. 9 x 12 folders, 95 ft., in 49 drawers of wooden filing cases. R. 301. (645)

374. MONTHLY RETURNS OF GINNERS OF COTTON, c. 1928 - 1934. Information on affidavits required for exemption from tax on ginning cotton, county in which cotton was produced, serial number of certificate of tagging issued, and weight of lint cotton in bale, with correspondence. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 13 ft. 6 in., in 12 drawers of wooden filing cases. R. 301. (672)

375. RECORD OF VERIFICATION OF INCOME TAX RETURN AND TRANSCRIPT, 1928 - 1934. Names of income taxpayers and addresses, account number of tax return, and various dates of interdepartmental routing; used as check-up on taxpayer. (Occasionally, official.) 3 x 5 cards, 6 ft. 3 in., in 2 steel filing cases. R. 209. (797)

376. PENALTY AND INTEREST SLIPS, RETURNED CHECKS, 1928 - 1936. Information relative to amount of interest and penalties on income

taxes. (Seldom, official.) 3 x 8 bundles, 5 ft., on floor. Dirty, scattered. R. 213. (652)

377. ORDERS FOR NARCOTIC STAMPS, May 27, 1928 - Sept. 7, 1932. Form 786, showing registry number, class number, amount of stamps wanted, and cost. (Seldom, official.) $3\frac{1}{2}$ x 8 sheets, 2 in., in drawer of wooden card cabinet. R. 216. (867)

378. EXAMINATION TAX REPORTS ON CORPORATIONS AND PARTNERSHIPS, 1929. Forms and correspondence regarding depreciation and net income, analysis of net worth, and reconciliation of income. 3 x 10 card index in R. 318. (Occasionally, official.) $9\frac{1}{2}$ x 14 bundles and sheets, 9 ft., on floor. Dirty, scattered. R. 414. (606)

379. PARTNERSHIP RETURNS OF INCOME, 1929. Arranged numerically. (Occasionally, official.) 9 x 20 sheets, 9 in., in drawer of wooden filing case. Dirty. R. 220. (723)

380. RECORD OF INDIVIDUAL INCOME TAX RETURNS, 1929. Address, serial number, tax liability, and record of ordering of investigation. Arranged alphabetically by code numbers. (Seldom, official.) 5 x 8 cards, 118 ft., in 22 wooden filing cases. R. 222. (634-L)

381. BROKERS' RETURNS OF INFORMATION FOR CALENDAR YEARS, 1929 - 1932. Information regarding person or organization acting as broker or agent in stocks, bonds, or commodity transactions, including banks, with clearing orders for depositors or custodian accounts. 3 x 10 card index in R. 318. (Seldom, official.) $3\frac{1}{2}$ x 8 envelopes and bundles, 10 ft., on 2 wooden shelves. Dirty. R. 414. (603)

382. DEPUTY REPORTS ON DELINQUENCY OF TAX DUE, 1929 - 1932. Pertains to Forms 1040; also offers in compromise. Index. (Seldom, official.) 9 x 12 bundles, 4 ft., in steel filing case. R. 209. (847)

383. RECORD OF AUDIT OF 1040 RETURNS IN COLLECTOR'S OFFICE, 1929 - 1932. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 12 ft., in 16 drawers of steel filing cases. Basement. (643)

384. REPORT ON DELINQUENCY OR ADDITIONAL TAX DUE, 1929 - 1935. Form 807, shows period of liability, total due, additional due, penalty, and offer in compromise. Index. (Seldom, official.) 8 x 10 folders and bundles, 1 ft. R. 209. (808)

385. PRELIMINARY AUDIT CLOSED FILE OF FORMS 1040, Jan. 31, 1929 - Jan. 31, 1930. Correspondence, and income tax returns where errors have been made and corrected and differences paid. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 8 ft., in 3 drawers of steel filing case. Basement. (688-B)

386. TOBACCO STAMP ORDERS, Apr. 14, 1929 - Feb. 12, 1930. Information pertaining to amount and various classes of tobacco and stamps

purchased during 3 months period. Arranged alphabetically. (Occasionally, official.) $3\frac{1}{2}$ x 8 sheets, 2 ft., in 2 drawers of wooden filing case. Basement. (748)

387. MONTHLY SUMMARY REPORTS OF REVENUE AGENTS, July 12, 1929 - Apr. 11, 1932. Tabulations and reports. (Seldom, official.) 10 x 15 envelopes, 1 ft. 6 in., in drawer of wooden filing case. R. 414. (589)

388. PARTNERSHIP RETURNS OF INCOME FOR FISCAL YEARS, 1930 - 1931. Forms, charts, and correspondence regarding income tax returns from partners of firms showing net profit for year and tax paid. Arranged alphabetically. (Occasionally, official.) 9 x 12 sheets, 7 ft., in 4 drawers of steel filing case. Basement. (723-B)

389. INDIVIDUAL INCOME TAX RETURNS, 1930 - 1932. Forms, tabulations, and correspondence relative to individual income. Arranged alphabetically. (Occasionally, official.) 9 x 12 sheets, 2 ft., on floor. Dirty. Basement. (634-D)

390. CLAIMS ON EXCESS TAXES, 1930 - 1933. Forms, tabulations, and correspondence regarding check-up on income tax payments. Arranged alphabetically. (Occasionally, official.) 8 x 11 sheets, 1 ft., on floor. Basement. (673)

391. ACCOUNT CURRENT AND SCHEDULE OF COLLECTIONS, 1930 - 1934. Form 1020, Account Current, and Form 1026, Schedule of Collections, regarding account of Collector and disbursing agent, with correspondence. (Frequently, official.) 8 x 14 folders, 2 in., in wooden and metal drawer. R. 220. (807)

392. ANNUAL INFORMATION RETURNS, 1930 - 1934. Forms 1096 and 1099, summary of report of dividend payments of \$500.00 or more to a shareholder and other income payments of \$1500.00 or more to a single person or \$3500.00 or more to a married person. Filed alphabetically. (Seldom, official.) 8 x 10 $\frac{1}{2}$ bundles, 6 ft., on floor. Dirty. Basement. (697)

393. DOCUMENT REGISTER OF INCOME TAXES, 1930 - 1935. Shows amounts and totals received and dates. Filed by dates. (Frequently, official.) 11 x 14 loose-leaf books, 2 ft. 6 in., in safe. Dirty. R. 221. (834)

394. TAX LIEN RECORD, 1930 - 1935. Names of taxpayers against whom liens have been issued on account of nonpayment and dates of default of taxes. Arranged alphabetically. (Frequently, official.) $3\frac{1}{2}$ x 6 cards, 1 ft., in 2 wooden filing cases. R. 220. (820)

395. AGENTS' WORK SUMMARIES AND MONTHLY PRODUCTION REPORTS, 1930 - 1936. Tabulations, reports, and correspondence. Filed alphabetically. 3 x 10 card index in R. 318. (Frequently, official.) $9\frac{1}{2}$ x 14 folders and envelopes, 2 ft., in drawer of steel cabinet. R. 414. (595)

396. STATEMENT OF DEPOSITORY ACCOUNT, 1930 to date. List of checks

drawn and statement of depository account. (Frequently, official.) 10 x 12 sheets, 3 in., in wooden and metal drawers. R. 220. (826)

397. INCOME TAX EXAMINATIONS, Jan. 24 - Dec. 31, 1930. Correspondence, tabulations, and reports. (Seldom, official.) 9 x 12 bundles and sheets, 27 ft., in 16 drawers of wooden filing cases. Dirty. R. 410. (586)

398. APPLICATIONS FOR REGISTRY AND SPECIAL TAX STAMPS FOR NARCOTICS, July 31, 1930 to date. Form 678, showing physician's or applier's name and address, profession, license number, and type of narcotic. Arranged alphabetically and numerically. (Frequently, official.) 5 x 8 sheets, 23 ft., in 19 drawers of wooden card cabinets. R. 216. (864)

399. OLEOMARGARINE CORRESPONDENCE, Nov. 1, 1930 - Feb. 10, 1936. (Frequently, official.) 9 x 12 folders, 2 ft. 3 in., in drawer of steel filing case. R. 216. (871)

400. LIST OF CASES DOCKETED WITH BOARD OF TAX APPEALS, 1931. Name, address, and docket number, and notes on new common stock. (Seldom, official.) 9 x 12 folders, 6 in. R. 209. (850)

401. OWNERSHIP CERTIFICATES, Jan. 1 - Dec. 31, 1931. Form 1000, used by individual, fiduciary, or partnership in connection with bonds of domestic corporations containing tax-free covenant. (Seldom, official.) 3 x 8 bundle, 6 in., in pasteboard box. Basement. (708)

402. MISCELLANEOUS REPORTS, Jan. 1931 - Apr. 1933. Reviewer's work sheets, daily reports of agents in field, etc. (Rarely, official.) 9 x 14 bundle, 1 ft., on wooden shelf. Dirty. R. 414. (604)

403. APPLICATIONS FOR REREGISTRY AND SPECIAL TAX STAMPS ON NARCOTICS, 1931 - 1933. Applications of physicians, dentists, veterinarians, and druggists. Arranged alphabetically. (Seldom, official.) 5 x 8 cards, 7 ft. 6 in., in 2 drawers of steel filing case. R. 305. (670)

404. EMPLOYMENT TIME RECORD, 1931 - 1933. Names of employees, length of time excused, reason, and advice if time off is to be without pay, with signature of timekeeper. (Seldom, official.) 2 x 4 sheets, 6 in., in drawer of steel filing case. Dirty. R. 209. (801)

405. INVENTORIES OF CASES ON HAND, Jan. 1931 - Dec. 1933. Reports, tabulations, and correspondence. (Frequently, official.) 9½ x 14 folders, 1 ft., in drawer of steel cabinet. R. 414. (593)

406. RECEIPTS FOR PAYMENT OF INCOME TAXES, DUPLICATES, 1931 - 1933. Forms regarding amounts of income tax paid by various concerns and persons. (Seldom, official.) 3 x 8½ envelopes and bundles, 6 in., on floor. Dirty, scattered. R. 213. (641)

407. FIDUCIARY RETURNS OF INCOME, 1931 - 1934. Form 1041, indicating

tax, deductions, income, beneficiaries share of income, and credits. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. Basement. (690-A)

408. REVIEWERS' WORK SHEETS OR REPORTS OF INTERVIEWERS, 1931 - 1934. Relate to additional taxes and overassessments in previous years, with data on penalties and agreements as reported to agent in charge. Arranged alphabetically. 3 x 10 card index in R. 318. (Frequently, official.) 9 x 14 folders, 10 ft., in 6 drawers of steel filing cases. Dirty. R. 414. (594-B)

409. PAY ROLLS FOR PERSONAL SERVICES OF FIELD EMPLOYEES, 1931 - 1936. Includes travel expenses. Filed by dates. (Frequently, official.) 12 x 16 bundles, 14 ft., in 44 pigeon holes of wooden filing case. Dirty. R. 219. (815)

410. STATEMENT OF TREASURER'S CHECKING ACCOUNT, 1931 - 1936. Also correspondence covering checks paid and amounts of same. (Frequently, official.) 8 x 14 sheets, 4 in., in 2 metal drawers. R. 220. (829)

411. WEEKLY REPORT OF TRANSPORTATION REQUESTS, 1931 - 1936. Forms and correspondence pertaining to expense accounts. Arranged by dates. (Frequently, official.) 9 x 12 envelopes, 2 in., in drawer of wooden filing case. R. 220. (792)

412. INCOME TAX EXAMINATIONS, Jan. 2, 1931 - Aug. 1934. Reports and tabulations. (Frequently, official.) 9 x 12 sheets, 37 ft. 6 in., in 22 drawers of wooden filing cases. Dirty. R. 414. (590)

413. INDIVIDUAL INCOME TAX RETURNS, Jan. 14, 1931 - Jan. 7, 1935. Form 1040, for income tax derived chiefly from salaries, with correspondence and Form 1096. (Frequently, official.) 8 x 10 $\frac{1}{2}$ envelopes, 70 ft. 6 in., in 36 drawers of steel filing cases. Basement. (634-E)

414. REVENUE ACCOUNT CURRENT, Apr. 1931 - Dec. 1934. Form 79, indicating debits and credits, stamp sales, collections, deposits, cash, and taxes. (Frequently, official.) 11 x 12 loose-leaf book, 2 in., in steel filing case. R. 217. (1070)

415. INVENTORY, RECORD, AND RETURN OF PROCESSING TAX ON FIELD CORN, Nov. 29, 1931 - Dec. 29, 1933. Relative to field corn or corn products. Arranged alphabetically. (Seldom, official.) 8 $\frac{1}{2}$ x 12 sheets, 2 ft., in steel filing case. Basement. (658)

416. WARRANTS FOR DISTRAINT, 1932. Issued against debtors who have been given ten day notice without taking action. Arranged alphabetically. (Seldom, official.) 8 x 11 sheets, 5 ft. 6 in., on floor. Basement. (805)

417. DAILY JOURNAL OF MISCELLANEOUS TRANSACTIONS OF TAX DIVISIONS, 1932 - 1933. Document register of amount of income taxes collected

during year and increase or decrease from preceding year. Arranged alphabetically. (Occasionally, official.) 9 x 12 envelopes, 1 ft., on floor. Basement. (679)

418. TENTATIVE CORPORATION INCOME TAX RETURNS, 1932 - 1933. Form 1120, indicating gross income, deductions, computation of tax, assets, and liabilities, with correspondence. (Seldom, official.) 9 $\frac{1}{2}$ x 16 envelopes and bundles, 4 in., on floor. Dirty. Basement. (659)

419. BLOCK CONTROL REPORTS AND CORRESPONDENCE REGARDING TAX ON DIVIDENDS PAID STOCKHOLDERS, 1932 - 1934. (Seldom, official.) 10 x 12 folders and bundles, 1 ft., on floor. Dirty, scattered. Basement. (655)

420. DEPUTY COLLECTORS' MONTHLY REPORTS, 1932 - 1934. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 2 ft., in steel filing case. R. 209. (856)

421. INDIVIDUAL INCOME TAX RETURNS, CLOSED, Jan. 4, 1932 - June 26, 1934. Form 1040, for income tax derived chiefly from salary, with instructions and correspondence. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 3 ft., in steel filing case. Basement. (691)

422. MONTHLY REPORT OF RETURNS FILED, Jan. 31, 1932 - June 30, 1936. Form 816, regarding income and miscellaneous taxes. (Seldom, official.) 8 x 10 sheets, 1 in., in steel filing case. R. 217. (1071)

423. REPORT ON DELINQUENT NARCOTIC TAXPAYERS, Feb. 28, 1932 - June 12, 1936. Also correspondence pertaining to reports. (Frequently, official.) 8 x 12 loose-leaf books, 8 ft., in 3 drawers of wooden and drawer of steel filing cases. R. 216. (865)

424. TAX ON SOFT DRINKS, Mar. 25, 1932 - June 30, 1933. Forms, stamped with date and Collector's seal, showing tax per gallon on all soft drinks paid by druggists. Arranged by dates. (Occasionally, official.) 4 x 8 sheets, 8 ft., in 4 drawers of wooden filing case. Basement. (747)

425. SPECIAL TAX RETURNS, Apr. 7, 1932 to date. Form 11, for brewers, wholesale dealers in liquors and malts, and manufacturers of all kinds of oleomargarine, cheese, stills, and worms. Arranged alphabetically. (Frequently, official.) 5 x 8 sheets, 1 ft. 3 in., in drawer of wooden card cabinet. R. 216. (863)

426. REVIEWERS' WORK SHEETS AND REPORTS OF INTERVIEWS, May 1932 - Apr. 1934. Relate to additional taxes and overassessments in previous years, with data on penalties and agreements as reported to agent in charge. 3 x 10 card index in R. 318. (Frequently, official.) 9 x 14 bundles (5), 5 ft., on wooden shelf. Dirty. R. 414. (594)

427. MIMEOGRAPHED FORMS, May 19, 1932 - Dec. 26, 1933. Accounts of

beer, wine, distilled spirits, claims, deposits, income tax, miscellaneous taxes, processing tax, offers in compromise, stamps, and seizure and sale of property. (Frequently, official.) $8\frac{1}{2}$ x 11 loose-leaf books, 5 in., in steel filing case. R. 217. (873)

428. RECORD OF TAX ON LEASES OF SAFE DEPOSIT BOXES AND CHECKS, June 1932 - Mar. 1934. Form 730, pertaining to tax on safe deposit boxes, checks, drafts, and orders for payment of money. Arranged alphabetically. (Frequently, official.) $3\frac{3}{4}$ x 8 cards, 11 ft., in 3 drawers of steel card cabinet. R. 215. (757)

429. SPECIAL TAX RETURNS FOR BOATS, Aug. 23, 1932 - Aug. 17, 1933. Form 732, giving name of boat, size, kind, and amount of tax paid. Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 2 in., in wooden card cabinet. R. 215. (780)

430. RETURNS FOR REGISTRY, Aug. 24, 1932 - July 1, 1935. Form 227, pertaining to tax on tobacco, general merchandise, and any business of this class. Arranged alphabetically. Index. (Frequently, official.) 5 x 8 sheets, 1 ft. 2 in., in drawer of wooden transfer case. R. 215. (781)

431. CORRESPONDENCE, CLOSED, Dec. 30, 1932 - Aug. 30, 1934. Relative to requests for returns, requisitions, examinations, reports, schedule, net income, explanation of items, and computation of tax. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 7 ft., in 4 drawers of steel filing case. Basement. (635)

432. ANNUAL RETURNS OF INCOME TAX TO BE PAID AT SOURCE ON SALARIES AND WAGES, 1933. Contain information relative to individuals with salaries and incomes totaling more than \$5000.00, with correspondence. Arranged alphabetically. (Occasionally, official.) 10 x 15 sheets, 3 in., in drawer of steel filing case. Basement. (678)

433. CORRESPONDENCE, 1933. Form 229, with correspondence and telegrams; correspondence between Commissioner and manufacturers. Arranged alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, in drawer of steel filing case. R. 213. (804-B)

434. INCOMING AND OUTGOING CORRESPONDENCE, 1933. (Seldom, official.) 8 x 11 sheets, 1 in., on filing cabinet. R. 209. (804-A)

435. MERCHANT'S INVENTORIES OF STOCK, 1933. Show articles in stock, quantity, price of each, and total of each class of article. (Seldom, official.) 8 x 11 sheets, 6 in., on filing case. R. 209. (593-A)

436. MANUFACTURERS' EXCISE TAXES, 1933 - 1934. Forms, stamped with date and Collector's seal, pertaining to tax on furs, jewelry, cars, tires, sporting goods, pistols, and revolvers. Arranged alphabetically. (Occasionally, official.) 4 x 8 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 220. (750)

437. RECORD OF ABATEMENT AND REFUND CLAIMS, 1933 - 1934. Year, page, line, list, date schedule, abatement credit, refund taxes, redemption of stamps, and uncollectibles. Arranged alphabetically. (Occasionally, official.) $3\frac{1}{2}$ x 5 cards, 9 ft. 2 in., in 2 drawers of card cabinet. R. 211. (713)
438. SPECIAL TAX RETURNS, 1933 - 1934. Relative to monthly and annual reports by brewers or milk dairies, showing names of persons connected with the corporations. Arranged alphabetically. (Occasionally, official.) 5 x 8 cards, 3 ft. 6 in., on wooden filing case. Basement. (651)
439. TAX LIENS, 1933 - 1934. Relative to notices of tax liens; also list of individuals and firms that it affects and their addresses. Arranged by dates. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of filing case. R. 220. (665)
440. WARRANTS RECEIVED FROM MISCELLANEOUS DIVISION, 1933 - 1934. Month, day, year, name of company, and file number, with correspondence. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 1 ft. R. 209. (642)
441. ESTATE TAX, 1933 - 1935. Major, collateral, supplemental, contributory, and state tax reports. Arranged alphabetically. (Occasionally, official.) 9 x 12 loose-leaf books, 11 ft. 6 in., in 7 drawers of steel filing cases. R. 314. (637)
442. TREASURER'S REPORTS, 1933 - 1935. Requisitions for money for salaries and other administrative expenses, with certificates from chief clerk of warrants and check division at Washington, certifying as to what money has been supplied and to whom. (Seldom, official.) $2\frac{1}{2}$ x 8 sheets, 4 in., in steel and wooden filing case. R. 220. (816)
443. ASSESSMENT LISTS, 1933 - Mar. 1936. Prepared from field workers' reports, showing delinquent processing taxes, and referred periodically to field workers for collection; with assessment certificates from Commissioner, showing that attached lists of names are liable for amount of taxes and penalties shown, and list of commodities taxed and total sum collectible. (Frequently, official.) $12\frac{1}{3}$ x 13 loose-leaf books, 2 ft. 10 in., on table and desk. R. 211. (833)
444. MANUFACTURERS' EXCISE TAXES, Jan. 1933 - June 1936. Form 728, for tax on tires, tubes, toilet preparations, furs, jewelry, auto accessories, radio, refrigerators, fire arms, candy, guns, ammunition, and cameras. Arranged alphabetically. (Frequently, official.) $3\frac{1}{2}$ x 8 cards, 4 ft., in steel card cabinet. R. 215. (668)
445. BAIL TAGS, 1933 - 1936. Record of number of tags issued to ginning companies. Indexed. (Occasionally, official.) $4\frac{1}{2}$ x 8 cards, 1 ft. 6 in., in card cabinet. R. 301. (653)
446. CORRESPONDENCE, 1933 - 1936. General correspondence, with

lists of receipts issued by deputy collectors and other data. Arranged alphabetically. (Frequently, official.) 8 x 11 folders, 2 ft. 8 in., in 3 drawers of steel filing case. R. 209. (804-C)

447. DAILY REPORTS OF FIELD DEPUTY COLLECTORS, 1933 - 1936. Collectors' names, names and addresses of persons interviewed, nature of liability, period of liability, amount and nature of remittance, and total cash received. (Older records, seldom; later ones, frequently, official.) 8 x 12 bundle, 2 in., on filing cabinet. R. 209. (802)

448. ORDNANCE INVENTORY AND RECEIPTS FOR PISTOLS, 1933 - 1936. With correspondence regarding number of pistols on hand and amount on hand when last inventoried. (Frequently, official.) 8 x 10 sheets, 1 in., in wooden and metal drawer. R. 220. (827)

449. REQUISITIONS FOR BLANK ORDERS FOR OPIUM, ETC., 1933 - 1936. Form 679. Arranged alphabetically. (Daily, official.) 5 x 8 sheets, 6 ft., in 6 drawers of wooden filing cases. R. 216. (868)

450. SECTIONAL CONTROL LEDGER, 1933 - 1936. Form 766, indicating transfers, returned checks, special lists, items reported, excess collections, returns filed, and corrections. (Seldom, official.) 14 x 18 vol., 2 in., in steel safe. Dirty. R. 217. (858)

451. RECORD OF CLAIMS, Feb. 1, 1933 to date. Form 815, indicating claims for abatement, credits, refunds, uncollectibles, and claims allowed and rejected. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 4 ft., in 3 drawers of steel card cabinet. R. 213. (753)

452. CERTIFICATES OF TAGGING, Apr. 1933 - 1936. Record of certificates of tagging issued. Arranged alphabetically. $4\frac{1}{2}$ x 8 cards, 1 ft. 6 in., in card cabinet. R. 301. (686)

453. MISCELLANEOUS FILE, Apr. 26, 1933 to date. Forms and correspondence. Arranged alphabetically. (Frequently, official.) 8 x 11 sheets, 7 ft. 6 in., in drawer of steel and 4 drawers of wooden filing cases. R. 213. (790)

454. EXAMINATIONS AND TAX REPORTS, CORPORATIONS AND PARTNERSHIPS, May 1933 - Apr. 1934. Forms and correspondence, relative to depreciation, net income, analysis of net worth, and reconciliation of income. Arranged alphabetically. 3 x 10 card index in R. 318. (Frequently, official.) $9\frac{1}{2}$ x 14 sheets, 20 ft., in 12 drawers of steel and wooden filing cases. Dirty. R. 414. (592)

455. CAPITOL STOCK TAX, Aug. 1933 - Mar. 1934. Record of number, date, name, and address. Arranged numerically and alphabetically. Indexed. (Frequently, official.) 3 x 5 cards, 7 ft. 6 in., in drawer of steel card cabinet. R. 213. (667-B)

456. JOURNAL OF MONTHLY DOCUMENTS, Aug. 1933 - Apr. 1936.

Pertaining to expenses. (Daily, official.) 8 x 11 folders, 2 ft., in drawer of steel filing case. R. 213. (776)

457. INVENTORY RECORD AND RETURN ON COTTON, Aug. 31 - Oct. 6, 1933. Forms related to processing tax on cotton commodities of every kind held for sale or disposition by person engaged in retail trade. (Frequently, official.) $8\frac{1}{2}$ x 12 loose-leaf books, 48 ft., in 18 wooden drawers of steel filing cases. Basement. (647)

458. MONTHLY RETURNS OF PROCESSORS OF TOBACCO, CLOSED, Oct. 1933. Show market classification of tobacco, quantity put in process, net quantity put in process, taxable quantity, rate of tax per pound, amount of tax, and different classes of tobacco, whether smoking, chewing, or snuff, with correspondence. (Seldom, official.) 9 x 11 folders, 1 in. R. 211. (727)

459. INVENTORY, RECORD, AND RETURN ON TOBACCO, Oct. 31, 1933 - Nov. 21, 1935. Relate to processing tax on articles held for sale or other disposition by person engaged in retail trade. (Frequently, official.) $8\frac{1}{2}$ x 12 sheets, 4 ft., in steel and wooden filing cases. Basement. (654)

460. MONTHLY RETURNS OF PROCESSORS OF FIELD CORN, HOGS, AND WHEAT, Nov. 1933 - 1934. Forms and affidavits relating to processing tax on corn, with correspondence. (Seldom, official.) 9 x 12 folders, 48 ft., in 22 drawers of steel filing cases. R. 211. (730)

461. MONTHLY RETURNS OF PROCESSORS OF FIELD CORN, CLOSED, Nov. 1933 - Sept. 10, 1935. Forms and correspondence. Filed alphabetically. (Seldom, official.) 9 x 11 folders, 4 ft., in 2 drawers of steel filing case. R. 211. (702)

462. ESTATE TAX RETURNS, Dec. 5, 1933 to date. Form 706, Estate Tax Returns; and Form 704, Estate Tax Preliminary Notices; with correspondence and tabulations. Arranged alphabetically. (Daily, official.) 8 x 12 folders, 5 ft. 6 in., in 3 drawers of steel filing case. R. 213. (777)

463. INVENTORY, RECORD, AND RETURN ON HOGS, Dec. 27, 1933 - Jan. 2, 1934. Relates to processing tax of articles held for sale or other disposition, in separate retail stock inclusive, by a person engaged in retail trade. (Frequently, official.) $8\frac{1}{2}$ x 12 sheets, 8 ft., in 4 drawers of steel filing case. Basement. (646)

464. CORRESPONDENCE, Dec. 30, 1933 - Dec. 31, 1934. Monthly returns, information regarding receipts, acknowledgments of receipts, notices of adjustments, and general correspondence with producers. (Frequently, official.) $8\frac{1}{2}$ x 12 folders and covers, 24 ft., in 12 drawers of wooden filing cases. Basement. (635-B)

465. TOBACCO TAX CORRESPONDENCE, Dec. 30, 1933 - 1936. Form 774, tobacco invoices, correspondence with dealers, acknowledgments of

receipts, replies, reports from deputy collectors, etc. Arranged alphabetically. (Frequently, official.) 9 x 14 folders, 1 ft. 4 in., in drawer of steel filing case. R. 215. (662)

466. DAILY RECORD OF COLLECTIONS BY DEPUTY COLLECTORS, 1934. Show amount of collections received from sales of stamps. (Seldom, official.) 12 x 18 vol., 1 in., on shelf of safe. Dirty. R. 221. (845)

467. MONTHLY REPORT OF FIELD INVESTIGATIONS, 1934. Form 863. (Seldom, official.) 9 x 12 folders. R. 209. (812)

468. ACCOUNTS AND CORRESPONDENCE ON REFUNDING TAXES COLLECTED THROUGH ERROR, 1934 - 1935. Account 9; mimeographed form letters, duplicates of letters, and mimeographed charts. 9 x 12 folders and envelopes, 1 ft. 5 in., in 2 drawers of metal filing case. R. 211. (710)

469. DELINQUENT INCOME TAX CARDS, 1934 - 1935. Names and addresses of delinquent taxpayers, occupations, dates warrants filed, and explanatory remarks. Arranged alphabetically. (Seldom, official.) 3 x 5 $\frac{1}{2}$ bundles, 5 ft. 6 in., in 3 drawers of steel filing case. R. 209. (800)

470. GENERAL CORRESPONDENCE ON BANKRUPTCY AND INCOME TAX ASSESSMENTS, 1934 - 1935. Arranged alphabetically. (Daily, official.) 9 x 15 folders and bundles, 9 in., in drawer of steel filing case. R. 222. (714)

471. INCOMPLETE MONTHLY RETURNS OF GINNERS OF COTTON, 1934 - 1935. Correspondence, tabulations, bonds, and certificates. Indexed. (Seldom, official.) 8 x 10 $\frac{1}{2}$ folders and bundles, 4 ft., in drawer of steel filing case. R. 301. (695)

472. MONTHLY RETURNS OF PROCESSORS OF WHEAT, 1934 - 1935. Statements of growers, indicating different forms that wheat and flour are prepared in, pounds delivered to producer, and net amount of tax on processed wheat. Index. (Seldom, official.) 9 x 11 folders, 6 in., in drawer of steel filing case. R. 211. (728)

473. PRODUCERS' AFFIDAVITS OR CERTIFICATES, 1934 - 1935. Forms, correspondence, and records of exchanging corn for meal. Arranged alphabetically. (Occasionally, official.) 9 x 12 bundles, 179 ft., on steel filing cabinet. Basement. (689)

474. TOBACCO TAX INFORMATION RETURNS, 1934 - 1935. Name and address of grower, month, year, and sales of tobacco, with signature of grower and notary. Filed alphabetically. (Daily, official.) 3 $\frac{3}{4}$ x 8 cards, 58 ft., in 18 drawers of steel filing cases. R. 305. (633)

475. GENERAL CORRESPONDENCE ON APPLICATIONS OF GINNERS FOR BALE

TAGS, CERTIFICATES OF TAGGING, AND LIEN CARDS, 1934 - 1936. Arranged alphabetically. (Seldom, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ folders, 16 ft., in 8 drawers of metal filing cases. Rs. 316 and 301. (671, 657)

476. INDIVIDUAL INCOME TAX REPORTS, ORIGINALS, 1934 - 1936. Also letters transmitting reports of field examinations to Commissioner. Arranged alphabetically. 3 x 10 card index in R. 318. (Frequently, official.) 6 x 12 bundles, 24 ft., on metal filing case. Dirty. R. 414. (634-F)

477. MISCELLANEOUS CORRESPONDENCE, 1934 - 1936. Also Form 17, Notice and Demand for Tax. Indexed. (Frequently, official.) 9 x 14 folders, 9 ft., in 5 drawers of steel filing cases. R. 215. (661)

478. NOTICE AND DEMAND FOR INCOME TAX AND RECEIPTS FOR SAME, 1934 - 1936. Relate to amounts due on back taxes and receipts for those which have been paid. (Frequently, official.) 3 x 8 bundles, 6 ft., on wooden shelf of safe. Dirty. R. 221. (842)

479. PROCESSING TAX CLOSED FILE, 1934 - 1936. Names and addresses, professions, complaints, dates of reference to chief deputy, dates of hearings, and final disposition of cases. Arranged alphabetically. (Seldom, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards, 6 in., in drawer of filing case. R. 209. (836-A)

480. PROCESSING TAX OPEN FILE, 1934 - 1936. Record of defaulted processing taxpayers. (Frequently, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards, 8 in., in drawer of wooden filing case. R. 209. (836-B)

481. SUPPLIES, 1934 - 1936. List of supplies ordered by tax officers from main office, with bills of lading. (Occasionally, official.) 8 x 12 folders, 1 ft., in steel filing case. R. 305. (636)

482. INCOME TAX, 1934 to date. Tabulations and correspondence. Arranged alphabetically. (Frequently, official.) 8 x 11 folders, 1 ft., in steel filing case. R. 209. (835)

483. MISCELLANEOUS TAX FILE, 1934 to date. Correspondence covering pending tax matters of all kinds. Arranged alphabetically. Index. (Frequently, official.) 8 x 11 folders, 3 ft., in drawer of steel filing case and in 3 wooden drawers. R. 209. (837)

484. RECEIPTS FOR TAX PAYMENTS, 1934 to date. Signed by deputy collector, showing name of taxpayer, amount of cash taken, amount of interest collected, date of issuance, town, and number. Arranged alphabetically by names of towns. (Seldom, official.) $3\frac{1}{2}$ x 8 sheets, 2 ft., in 6 wooden and steel cabinets. R. 209. (814)

485. INVENTORY, RECORD, AND RETURN OF ARTICLES PROCESSED FROM HOGS, Jan. 2 - Aug. 28, 1934. PT Form 44. (Frequently, official.) $8\frac{1}{2}$ x 11 sheets, 4 ft., in 2 drawers of steel filing case. R. 414. (626)

486. MONTHLY RETURNS OF PROCESSOR OF HOGS, CLOSED, Jan. 6, 1934.

Name of processor, principal offices, location or processing plant, instructions, law, processing, with returns and payment of tax, record, penalties, and rate of tax shown in cents per pound. Index. (Seldom, official.) 9 x 11 folders, 1 ft., in drawer of steel filing case. R. 211. (701)

487. PUBLIC ADDRESSES AND SPEAKING ADDRESSES, May 1, 1934 - May 4, 1936. Pertain to Collector's summary of reports and red strip tax for 1931. Arranged alphabetically. (Seldom, official.) 9 x 12 bundles and sheets, 2 ft. 6 in., in steel filing case. R. 209. (853)

488. RECORD OF SPECIAL TAXPAYERS AND SPECIAL TAX RETURNS, May 1, 1934 to date. Form 10, Record of Special Taxpayers, and Form 11, Special Tax Return, covering retail malt liquor dealers. Arranged alphabetically and numerically. Index. (Frequently, official.) 3 x 5 and 5 x 8 cards, 23 ft. 6 in., in 3 drawers of steel card cabinet. R. 213. (759)

489. INVENTORIES OF OPIUM, ETC., June 19, 1934 - June 30, 1936. Form 713, covering narcotic drugs. Index. (Frequently, official.) 8 x 12 loose-leaf sheets, 5 ft., in 4 drawers of wooden filing case. R. 216. (861)

490. MONTHLY REPORT OF FIELD INVESTIGATIONS, Aug. 1934 - 1935. Form 863, report of investigations received and completed during month, with warrants and Collector's reports. Index. (Seldom, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 209. (796)

491. TOBACCO MANUFACTURERS' BONDS, Aug. 9, 1934 to date. Form 36 $\frac{1}{2}$. Arranged alphabetically. 3 $\frac{1}{2}$ x 8 bundles, 2 in. R. 213. (779)

492. CAPITAL STOCK TAX, Aug. 30, 1934 - June 25, 1936. Form 715, with correspondence, and Form 707, Domestic Corporation Returns, showing value and amounts paid. Arranged alphabetically. (Frequently, official.) 5 x 8 cards, 6 ft. 6 in., in drawer of steel card cabinet. R. 213. (667-A)

493. INVENTORY, RECORD, AND RETURN OF SUGAR BEETS OR SUGAR-CANE, Aug. 31 - Dec. 12, 1934. Relate to sugar-cane held for sale or other disposition in separate retail stock and received by persons engaged in retail trade. (Frequently, official.) 8 $\frac{1}{2}$ x 12 sheets, 2 ft. 6 in., on steel filing case. Dirty. Basement. (630)

494. BROKERS' REPORTS, Sept. 10, 1934 - Mar. 15, 1935. Form 748, returns of transactions for future delivery of cottonseed, on Memphis merchant exchange or any other, cleared or adjusted. (Frequently, official.) 24 x 38 sheets, 1 ft., in drawer of steel filing case. Basement. (749)

495. OFFERS IN COMPROMISE ACCEPTED, REJECTED, AND PENDING, Oct. 1934 - June 13, 1936. Forms 1568 and 656, taxpayers' offers in compromise. Arranged alphabetically. (Daily, official.) 8 x 10 sheets, 3 ft., in 2 drawers of steel filing case. R. 213. (775)

496. RECEIPTED INVOICES FOR COTTON BALE TAGS, Nov. 14, 1934. Bureau copies, affidavits, replacement tags, receipted invoices, and certificates of tags issued on bonds. Indexed. (Seldom, official.) 8½ x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 301. (681)

497. RECAPITULATION OF WORK ACCOMPLISHED BY COLLECTORS, Jan. - May 1935. Form 796, monthly reports from collectors, showing amount collected, amount reported for assessment, totals of delinquent and additional income tax, penalties, investigations, number and amount of warrants of distraint, miscellaneous taxes, and time taken for leaves of absence of collector making report. (Seldom, official.) 14 x 18 bundles, 2 in., on filing cabinet. R. 209. (818)

498. ADJUSTMENTS TO NET INCOME, 1935. Forms pertaining to net income, nontaxable income, and additional deductions. Index. (Seldom, official.) 8 x 10½ folders, 2 in., in drawer of steel filing case. R. 209. (793)

499. ANNUAL INFORMATION RETURNS, 1935. Form 1096. (Frequently, official.) 8 x 11 bundle, 1 ft. 6 in., in safe. Dirty. R. 221. (840)

500. BANKRUPTCY RECORDS, 1935. Correspondence from Supreme Court referring to individual and corporation bankruptcies on income tax. Index. (Daily, official.) 9 x 15 folders, 6 in., in steel filing case. R. 222. (733)

501. CLASSIFICATION OF DEPUTIES OF ZONE OFFICES, 1935. Record of zone, name, address, score of each, leading deputy, ratings, analysis, and recapitulation of deputy's rating. Index. (Seldom, official.) 9 x 12 folders, 3 in., in steel filing case. R. 209. (846)

502. COMPUTATION OF INTEREST WHERE RETURNS ARE FILED AND TAXES PAID PRIOR TO EXPIRATION OF PERIOD OF EXTENSION FOR FILING RETURNS, 1935. Arranged alphabetically. (Seldom, official.) 9 x 12 folders, 2 ft., in steel filing case. R. 209. (849)

503. COMPUTATION OF TAX, 1935. Record of net loss, dividends, balance, normal tax, total tax, and tax previously assessed. Index. (Seldom, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ folders, 1 in., in steel filing case. R. 209. (795)

504. CORPORATION INCOME AND EXCESS PROFITS TAX, 1935. Record of gross income, deductions, and computation of tax. Indexed. (Daily, official.) $9\frac{1}{2}$ x 16 loose-leaf books, 1 ft. 6 in., in steel filing case. R. 222. (660)

505. ELEMENTARY ACCOUNTING, 1935. Covering cash accounts received, notes, merchandising inventory, furniture and fixtures, building, and accounts payable. Index. (Seldom, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ folders, 2 in., in drawer of steel filing case. R. 209. (798)

506. EXCESS PROFITS TAX, 1935. Regulations to excess profits tax imposed by Section 106 of Revenue Act of 1935, including payments of tax penalties, laws made applicable, net income, and scope of tax. Index. (Seldom, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 209. (809)

507. INCOME TAX CORRESPONDENCE, SUSPENSE, 1935. Applications for extension of time for payment of deficiency, with telegrams. (Daily, official.) 9 x 12 folders, 9 in., in drawer of steel cabinet. R. 222. (736)

508. INDIVIDUAL INCOME TAX RETURNS, 1935. Form 1040, showing income, deductions, computation of tax, notarial seal, income from rents, profit and loss from sales of stocks, bonds, and real estate, and interest on liberty bonds and other obligations or securities. Index. (Seldom, official.) $9\frac{1}{2}$ x $16\frac{1}{2}$ folders, 2 in., in drawer of steel filing case. R. 209. (634-G)

509. INDIVIDUAL INCOME TAX RETURNS, 1935. Tabulations, schedules, computation of tax, and affidavits, relating to salaries, wages, commissions, fees, and interest on bank deposits, notes, bonds, mortgages, and corporations. Arranged alphabetically. (Seldom, official.) 9 x 15 bundles, 32 ft., in 20 drawers of steel filing cases. R. 226. (634-H)

510. INDIVIDUAL INCOME TAX RETURNS, 1935. Showing income tax deductions, computation of tax, and affidavit. Arranged alphabetically. (Daily, official.) 9 x 15 loose-leaf books, $1\frac{1}{2}$ in., in 2 drawers of steel filing case. R. 222. (634-I)

511. INDIVIDUAL INCOME TAX RETURNS, 1935. Form 1040, indicating income, deductions, computation of tax, income from rent, income, profit and loss from sales of stocks, bonds, and real estate, and interest on liberty bonds and other obligations or securities. Index. (Seldom, official.) $9\frac{1}{2}$ x $16\frac{1}{2}$ folders, 1 in., in drawer of metal filing case. R. 209. (634-J)

512. INFORMATION RETURNS, 1935. Correspondence, bale tag certificates, tabulations, and affidavits. Indexed. (Seldom, official.) $8\frac{1}{2}$ x $11\frac{1}{2}$ bundles, 2 ft., in drawer of steel filing case. R. 316. (694)

513. MONTHLY INVESTIGATION REPORTS, FORM 1099, 1935. Arranged numerically. (Seldom, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 209. (813)

514. NOTICES OF REFUNDS, 1935. Used as check by disbursing clerk of department for amount refunded, as determined by enclosed statement and certificate of overassessment. Index. (Daily, official.) 9 x 12 folders, 10 ft., in 4 drawers of steel filing case. R. 222. (758)

515. OFFERS IN COMPROMISE, 1935. Forms, affidavits, and correspondence covering data and recommendation submitted by Collector. Arranged alphabetically. 9 x 12 envelopes, 2 ft., in steel cabinet. R. 222. (751)

516. OWNERSHIP CERTIFICATES, 1935. Form 1000, ownership certificates, and Form 1099, information returns. (Frequently, official.) $3\frac{1}{2}$ x 8 bundles, 5 ft., in safe. Dirty. R. 221. (838)

517. PARTNERSHIP RETURNS OF INCOME, 1935. Show income, deduction, and partner's or member's shares of income and credits. Indexed. 9 x 15 sheets, 1 in., in drawer of steel filing case. R. 222. (723-A)

518. PRELIMINARY AUDIT OF INCOME TAX RETURNS, 1935. Correspondence, with income tax examination sheets and notice and demand for income tax. (Daily, official.) 9 x 12 folders, 5 ft., in 3 drawers of steel filing case. R. 222. (718)

519. PROCESSING TAX ON CORN, 1935. Reports and affidavits. Arranged alphabetically. (Seldom, official.) 9 x 12 loose-leaf books, 2 ft., in steel filing case. R. 211. (709)

520. PRODUCERS' AFFIDAVITS OR CERTIFICATES, 1935. Show amount of corn, wheat, etc., to be taxed. Arranged alphabetically. (Seldom, official.) $8\frac{1}{2}$ x 12 bundles, 8 ft., in 4 drawers of wooden filing case. R. 301. (689-A)

521. REPLACEMENT FOR LIEN CARDS, 1935. Forms showing dates received, with applications, indicating name of owner and location of storage. Indexed. (Seldom, official.) $11\frac{1}{2}$ x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 316. (682)

522. REPORT OF DELINQUENT OR ADDITIONAL TAXES DUE, 1935. Form 827, showing period of liability, total due, additional due, penalty, and offer in compromise. (Seldom, official.) 8 x 10 folders, 1 ft. R. 209. (811)

523. SPECIAL FILE OF EXEMPT CORPORATIONS, CHANGE IN ACCOUNTING

PERIOD, 1935. Forms, tentative returns of income tax, computations, and letters signed by taxpayers permitted to file partnership returns of income tax on basis of fiscal year. Indexed. (Seldom, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 222. (731)

524. ELECTRICAL ENERGY TAX RECORD, Jan. 1935 - May 1936. Form 727, pertaining to tax on telegrams, telegraph, telephone, cable, and radio messages, electrical energy, and transportation of oil by pipe line. Arranged alphabetically. Indexed. (Frequently, official.) 3 3/4 x 8 sheets, 5 ft. 6 in., in 2 drawers of steel card cabinets. Rs. 215 and 213. (754, 755)

525. AGENTS' INFORMATION REPORTS, 1935 - 1936. Confidential information, submitted by revenue agents in field, on finances and professions of citizens so that taxes may be calculated. (Frequently, official.) 5 x 8 cards, 1 ft. 6 in., in 3 wooden filing cases. R. 318. (623)

526. CORRESPONDENCE ON DISTILLED SPIRITS, 1935 - 1936. Correspondence, telegrams, and Form 630, regarding collection of tax. Arranged alphabetically. (Frequently, official.) 9 x 14 folders, 5 ft., in 3 drawers of steel filing case. R. 213. (663)

527. EFFICIENCY RATING FORM FOR EMPLOYEES OF DISTRICT, 1935 - 1936. Arranged alphabetically. (Occasionally, official.) 9 x 12 folders and sheets, 2 in., in drawer of steel filing case. R. 220. (772)

528. EXTENSION REQUEST CORRESPONDENCE, 1935 - 1936. Forms covering extensions of time for paying income tax. Arranged alphabetically. (Frequently, official.) 9 x 12 folders and envelopes, 1 ft., in steel filing case. R. 222. (732)

529. GIFT TAX RETURNS AND BACK GIFT TAX RETURNS, 1935 - 1936. Forms 709 and 710, pertaining to tax on gifts other than charitable, stating amount of tax paid and amount of gifts. Arranged alphabetically. (Daily, official.) 8 x 11 folders, 2 ft., in drawer of steel filing case. R. 213. (778)

530. GOVERNMENT GARAGE, 1935 - 1936. Forms pertaining to bills of lading and express tickets of all supplies and equipment received, with correspondence. (Frequently, official.) 9 x 12 folders and sheets, 1 in., in drawer of wooden filing case. R. 220. (783)

531. MISCELLANEOUS TAX, CLOSED FILE, 1935 - 1936. Correspondence covering taxes. Arranged alphabetically. Index. (Occasionally, official.) 8 x 11 folders, 1 ft. 4 in., in 3 steel filing cases. R. 209. (837-B)

532. MONTHLY REPORT OF ADVANCE COLLECTIONS, 1935 - 1936. Forms 820 and 820-B, monthly report of advance collections for stamps, and Forms 79 and 79-A, reconciliation statement of special deposits.

(Frequently, official.) 11 x 12 loose-leaf book, 2 in., in steel filing case. R. 217. (1069)

533. PROCESSING TAX CORRESPONDENCE, 1935 - 1936. Relates to tobacco tax, field corn, wheat, and hogs. Arranged alphabetically. (Frequently, official.) 9 x 11 folders, 12 ft., in steel filing case. R. 211. (703)

534. TOBACCO TAX RETURNS, 1935 - 1936. Name of grower, month, year, sales of tobacco, and names of dealers sold to, with signature of grower and notary seal. Arranged alphabetically. (Daily, official.) 3 3/4 x 8 bundles, 35 ft. 7 in., in 11 steel filing cases. R. 316. (693)

535. PROCESSING TAX, 1935 to date. Correspondence and tabulations. Index. (Frequently, official.) 8 x 11 folders, 2 ft., in steel filing case. R. 209. (836)

536. PRODUCERS' AFFIDAVITS OR CERTIFICATES OF PROCESSING TAX ON WHEAT, Jan. 2 - Apr. 30, 1935. (Frequently, official.) 8 x 10 1/2 sheets, 37 ft. 4 in., in 18 drawers of steel filing cases. Basement. (629)

537. NARCOTIC CORRESPONDENCE, Jan. 22, 1935 - 1936. Information relative to claims for refunds, by individuals, including rejections. (Seldom, official.) 8 x 10 1/2 loose-leaf books and bundles, 6 in., in pasteboard box. Dirty. Basement. (722-A)

538. PRODUCERS' AFFIDAVITS OR CERTIFICATES OF PROCESSING TAX ON CORN, Apr. 1 - July 31, 1935. (Frequently, official.) 8 x 10 1/2 sheets, 35 ft., in 18 drawers of steel filing cases. Basement. (625)

539. WARRANTS FOR DISTRAINT, Apr. 1935 to date. Form 824, record of warrants for merchandise tax, showing amount due and amount paid. Indexed. (Frequently, official.) 3 x 5 sheets, 3 ft., in drawer of steel card cabinet. R. 213. (805-B)

540. ADMISSION AND DUES TAX, May 9, 1935 - Jan. 1936. Form 729, for admission tax on box office and seats, roof gardens, club dues, initiation fees, cabarets, and similar entertainments. Arranged alphabetically. (Frequently, official.) 3 3/4 x 8 cards, 2 ft. R. 215. (756)

541. GENERAL APPLICATIONS FOR COTTON BAIL TAGS FOR CROP YEAR, June 1935 - Feb. 1936. Forms, tabulations, and invoices. Index. (Seldom, official.) 9 x 12 folders, 1 ft., in 2 drawers of steel filing case. R. 316. (696)

542. CASHIER'S DAILY JOURNAL OF TRANSACTIONS, June 1, 1935 to date. Form 767, tax division daily report of returns filed; Form 769, tax division daily journal of miscellaneous transactions; and Form 768, cashier's daily journal of transactions. (Seldom, official.) 8 x 11

loose-leaf books, 1 ft., in steel safe. Dirty. R. 217. (870)

543. OWNERSHIP CERTIFICATES, Aug. 1935 - 1936. Form 1000, pertaining to individual or fiduciary whose net income does not exceed personal exemption and other credits; and classes of bond owners according to net income. Index. (Semiannually, official.) $3\frac{1}{2}$ x 8 envelopes, 1 in., in drawer of steel filing case. R. 209. (799)

544. MISCELLANEOUS TAX, CLOSED FILE, Sept. 1935 - Mar. 1936. Record of names and addresses, professions, dates of reference to chief deputy, dates of hearing, action required, and final disposition of case. Arranged alphabetically. (Seldom, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards, 2 in., in drawer of filing case. R. 209. (837-A)

545. OFFERS IN COMPROMISE PENDING, Sept. 5, 1935 to date. Form 656-B, offers accepted or rejected. Indexed. (Frequently, official.) 3 x 5 sheets, 2 in., in drawer of steel card cabinet. R. 213. (752)

546. PROCESSING TAX ON COTTON GINNING, Oct. 1935 - Jan. 1936. Forms, tabulations, and correspondence. Arranged alphabetically. (Occasionally, official.) 12 x 24 envelopes, 314 ft., in 54 pasteboard boxes. Basement. (669)

547. ORDERS FOR STAMPS, DISTILLED SPIRIT BOTTLE STRIPS, Oct. 26, 1935 - Feb. 1936. Form 428. Index. (Daily, official.) 5 x 8 sheets, 1 in., in drawer of wooden card cabinet. R. 215. (785)

548. CORRESPONDENCE AND APPLICATIONS FOR POSITIONS, Nov. 13, 1935. Form 803, with correspondence, telegrams, and investigation returns. (Seldom, official.) $8\frac{1}{2}$ x 10 bundles, 1 ft. 4 in., in 2 drawers of filing case. R. 209. (794)

549. INCOME TAX, CLOSED FILE, Dec. 1935 - May 1936. Record of names and addresses, professions, dates of reference, dates of hearing by chief deputy of taxpayers who have defaulted, and disposition of case. (Seldom, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards, 1 in., in drawer of wooden filing case. R. 209. (835-B)

550. AFFIDAVITS OF INDIVIDUAL SURETY ON BONDS, 1936. State, county, number of form, amount in dollars and cents of value of notes, cash, accounts, or stocks and bonds, with notary public seal. Index. (Seldom, official.) $8\frac{1}{2}$ x 13 folders, 11 in., in drawer of metal filing case. R. 301. (773)

551. CORN AND WHEAT AFFIDAVITS AND WHEAT REPORTS, 1936. Correspondence of people who owe tax on wheat and corn, with affidavits. Indexed. (Occasionally, official.) 9 x 12 folders, 16 ft., in 8 drawers of steel filing cases. R. 301. (711)

552. LETTERS, DUPLICATES, 1936. Income tax returns and correspondence. (Seldom, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 222. (717)

553. MONTHLY PROGRESS REPORT, 1936. Pertains to income tax, miscellaneous tax, and special tax. Indexed. (Daily, official.) 9 x 12 folders, 7 in., in steel cabinet. R. 222. (716)

554. REJECTED CLAIM LETTERS, 1936. Relative to persons who have not paid their processing tax on cotton. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 1 in., in 2 drawers of steel filing case. R. 212. (712)

555. SCHEDULE OF OFFERS IN COMPROMISE, 1936. Name of proponents and amount, for use of General Accounting Office; sent to Bureau at end of month. Arranged alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$ folders and envelopes, 2 ft., in drawer of steel filing case. R. 222. (734)

556. WHEAT PROCESSING TAX, 1936. Affidavits, correspondence, and legal papers concerning suits. Indexed. (Seldom, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 316. (729)

557. INCOME TAX, OPEN FILE, 1936 to date. Names and addresses, professions of people behind in income tax payments, date for case to be brought up, date of reference to chief field deputy, and action required. (Frequently, official.) 3 $\frac{1}{2}$ x 5 $\frac{1}{2}$ cards, 2 in., in drawer of wooden filing case. R. 209. (835-A)

558. MISCELLANEOUS TAX, OPEN FILE, 1936 to date. Record of names and addresses, professions of taxpayers who have not paid, date of reference of case to chief field deputy, date of hearing, and action required. (Frequently, official.) 3 $\frac{1}{2}$ x 5 $\frac{1}{2}$ cards, 1 in., in drawer of filing case. R. 209. (837-B)

559. INCOME TAX RETURNS, Mar. 1936. Forms and correspondence. Arranged alphabetically. (Daily, official.) 9 x 12 sheets, 1 ft., in steel filing case. R. 222. (634-K)

560. ISSUANCE OF WINE STAMPS WHERE CRIMINAL AND FORFEITURE LIABILITIES ARE COMPROMISED, Mar. 14, 1936. Form 427-B, orders for stamps, submitted by person who has produced wine without first qualifying as proprietor of bonded winery and whose case has been compromised. Arranged alphabetically. (Seldom, official.) 9 x 12 sheets, 2 ft. R. 209. (851)

561. DEPUTY COLLECTORS' REPORTS OF FIELD INVESTIGATIONS, May 1936. Monthly reports, giving amount of previous years' income tax returns on hand, distraint warrants, Collector's letters on hand first of month, amount received during month, total, and amount on hand at end of month. (Frequently, official.) 8 x 11 sheets, 1/32 in., on filing cabinet. R. 209. (788)

562. REPORTS FROM FIGHT PROMOTERS, May 6 and 13, 1936. Show amount of fight tickets on hand, price, tax, amount of proceeds, and amount of complimentary tickets given away. (Occasionally,

official.) 8 x 11 sheets, 1/16 in., on filing cabinet. R. 209. (789)

563. ADDRESSOGRAPH PLATES OF DOCTORS AND DRUGGISTS, n. d. Used in issuing order forms under Harrison Narcotic Law and in addressing envelopes. (Daily, official.) 2 x 4 metal plates, 45 ft., in 30 drawers of steel filing cases. R. 216. (787)

564. COTTON GINNING RECORDS, n. d. Show names of farmers or merchants who are corn processors in their localities. Arranged alphabetically. (Occasionally, official.) 8 x 15 sheets, 1 ft., on wooden filing case. Basement. (737)

565. DAILY RECORD OF SPECIAL TAX STAMPS SOLD, n. d. Name of individual, location, and value of stamps. (Frequently, official.) 10 1/2 x 16 vol., 2 in., on filing case. Dirty, binding broken. Basement. (740)

566. DAILY REPORTS OF DUTIES PERFORMED BY AGENTS, n. d. Reports from agents. Filed by dates. 3 x 10 card index in R. 318. (Occasionally, official.) 5 x 8 envelopes, 6 ft., on 2 wooden shelves. Dirty. R. 414. (597)

567. FIELD AUDIT REPORTS, 1040 RETURNS, n. d. Form 7935, reports, correspondence, and receipts. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. Basement. (688)

568. MONTHLY REPORTS OF FIELD INVESTIGATIONS, n. d. Grand total, warrants for distraint, miscellaneous tax, verification of delinquent income taxes, and processing and floor taxes. Index. (Seldom, official.) 9 x 12 bundles, 7 in. R. 209. (854)

INTELLIGENCE UNIT
OFFICE OF SPECIAL AGENT

(not surveyed)

BUREAU OF NARCOTICSKNOXVILLE

OFFICE OF NARCOTIC AGENT

Post Office and Court House, Main and Walnut Sts.

This agency was established in 1922. It was housed in the old Post Office Building from date of establishment to 1934, at which time it moved to its present address. All records have been retained. Reports are made to the District Office in Nashville, Tennessee.

569. ADDICT FILE, 1922 - 1936. Record of name, address, and occupation of known drug addicts. Arranged alphabetically by names. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of metal filing case. R. 325. (696)

570. CLOSED VIOLATION CASES, 1922 - 1936. Record of narcotic law violators, giving name and address, type of offense, summary of facts, and evidence. Arranged by names of defendants. (Frequently, official.) 9 x 12 folders, 6 ft. 8 in., in 4 drawers of metal filing case. R. 325. (694)

571. DISPENSERS OF DRUGS, 1922 - 1936. Information relative to doctors, dentists, and druggists. Arranged alphabetically by names under professions. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of metal filing case. R. 325. (698)

572. MISCELLANEOUS OFFICE DATA, 1922 - 1936. Reports on pending and closed cases. Arranged alphabetically by names of violators. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of metal filing case. R. 325. (699)

573. EVIDENCE FILE, 1934 - 1936. Evidence and data on pending cases. No apparent filing order. (Occasionally, official.) 8 x 10 envelopes, 6 ft., in fire-proof wall vault. R. 329. (700)

574. INVESTIGATIONS PENDING, 1934 to date. Reports on pending investigations. Arranged alphabetically by names of suspects. (Frequently, official.) 9 x 12 folders, 5 ft., in 3 drawers of metal filing case. R. 325. (697)

575. PENDING CASES, 1935 - 1936. Form 100, condensed report on pending cases and records of more complete cases, indicating pending grand jury action. Arranged alphabetically by names of suspects.

(Frequently, official.) 9 x 12 folders, 5 ft., in 3 drawers of metal filing case. R. 325. (695)

MEMPHIS

OFFICE OF NARCOTIC AGENT

Federal Bldg., Front St. and Madison Ave.

The date of establishment of this office is unknown to the personnel. It was housed in the Sterick Building from 1930 to 1931, at which time it moved to its present address. The originals of all records of investigations, correspondence, and reports are sent to the District Supervisor's office at Nashville, Tennessee, and from there to Washington. No records have been lost or destroyed.

576. INVESTIGATION AND OLD NARCOTIC CASES, CLOSED, 1930 - 1935. Record of docket numbers, when sentenced, and for how long, if probated, when, name and address of defendant, evidence, history of case, reports submitted of violation of Drug Act, proceedings, and recommendations. Index. (Rarely, official.) 9 x 12 envelopes, 7 ft. 8 in., in 4 drawers of steel filing cases. R. 312. (331)

577. INVESTIGATION OF NARCOTIC CASES NOT CLOSED, 1930 - 1935. Index. (Rarely, official.) 9 x 12 envelopes, 2 ft., in 4 drawers of wooden filing cases. R. 312. (332)

NASHVILLE

HEADQUARTERS, 7TH DISTRICT

Custom House, Eighth Ave. and Broad St.

This agency was established in 1923, at its present address. It has jurisdiction over the states of Tennessee and Kentucky. Useless papers are destroyed at regular intervals, in accordance with regulations governing their disposal. All other records are retained.

578. CROSS INDEX TO ALL CORRESPONDENCE, 1917 to date. Arranged numerically. (Frequently, confidential.) 3 x 5 cards, 36 ft., in 12 drawers of steel card cabinets. R. 329. (2525)

579. INFORMATION FILE, 1917 to date. Correspondence in regard to informers. Arranged alphabetically. (Frequently, confidential.) 9 x 12 folders, 4 ft., in 4 drawers of steel filing case. Dirty. R. 329. (2532)

580. MISCELLANEOUS FILE, 1917 to date. Reports, correspondence,

accounts, and contracts in each state, with general miscellaneous information. Arranged alphabetically. (Frequently, confidential.) 9 x 12 folders, 18 ft., in 9 drawers of steel filing cases. R. 329. (2537)

581. TENNESSEE AND KENTUCKY CASES, 1917 to date. Form 100, reports and correspondence. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 5 ft. 3 in., in 3 drawers of steel filing case. Dirty. R. 329. (2534)

582. TENNESSEE AND KENTUCKY CASES, CLOSED FILE, 1917 to date. Form 100, reports and correspondence. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 104 ft., in 52 drawers of steel filing cases. Dirty. R. 329. (2535)

583. TENNESSEE AND KENTUCKY INVESTIGATIONS, 1917 to date. Reports and correspondence. Arranged alphabetically. (Frequently, confidential.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 329. (2531)

584. TENNESSEE AND KENTUCKY INVESTIGATIONS CLOSED, 1917 to date. Form 166, reports and correspondence. Arranged alphabetically. (Frequently, confidential.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 329. (2530)

585. RECORD OF SUITS AND VIOLATIONS OF LAW, INTERNAL REVENUE, 1921 - 1925. Covering Alabama, Florida, Tennessee, Mississippi, Kentucky, and Louisiana. (Frequently, official.) 14 x 18 vols. (6), 6 in. Dirty, bindings broken. R. 329. (2545)

586. PERSONNEL FILE, 1924 to date. Correspondence and personnel records of each employee in district. Arranged alphabetically. (Frequently, confidential.) 9 x 12 folders, 1 ft. 3 in., in drawer of steel safe. R. 329. (2536)

587. PERMANENT LEAVE RECORD, 1926 - 1935. Record of sick and annual leave. Filed numerically. (Frequently, confidential.) 5 x 8 cards, 2 in., in drawer of wooden card cabinet. R. 329. (2526)

588. EXPENSE ACCOUNT, 1930 - 1932. Forms 63 $\frac{1}{2}$ and 1012, fieldmen's expense accounts while working. Arranged alphabetically. (Daily, official.) 9 x 12 folders, 12 ft., in 6 drawers of wooden filing cases. R. 329. (2540)

589. YEARLY PROPERTY REPORT, 1930 - 1932. Covering all property. Arranged numerically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. R. 329. (2541)

590. EVIDENCE RECORD OF OPEN AND CLOSED CASES, 1930 to date. Form 102, record of purchases and seizures of drugs. Arranged numerically. (Frequently, confidential.) 5 x 8 cards, 1 ft., in 3 drawers of wooden filing case. R. 329. (2524)

591. PROPERTY RECORD, 1930 to date. Form 20-21, circular letter No. 62. Filed numerically. (Frequently, confidential.) 5 x 8 cards, 4 in., in drawer of wooden card cabinet. R. 329. (2527)
592. RECORD OF SEIZED CARS, Dec. 18, 1930 to date. Arranged alphabetically. (Frequently, confidential.) 5 x 8 cards, 1 in., in drawer of wooden card cabinet. R. 329. (2528)
593. EXPENDITURE RECORD, 1931 to date. Form 152, expenditure record for services, replacing old Form 25-T, with Forms 103 and 1034. Arranged numerically. (Frequently, confidential.) 5 x 8 cards, 6 in., in drawer of wooden card cabinet. R. 329. (2529)
594. RECEIPTS FOR CHECKS, 1932 - 1934. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. R. 329. (2544)
595. GENERAL FILE, 1932 - 1936. Correspondence, miscellaneous data, Form 1212, and fieldmen's expense vouchers out of this district. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 32 ft., in 22 drawers of steel filing cases. R. 329. (2538)
596. AUTO RECORD AND CORRESPONDENCE, 1932 to date. Form 125, with correspondence and reports on cars seized and purchased, repairs and upkeep, all records of cars, and cars disposed of by sale or transferred to other narcotic districts. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 3 ft., in 2 wooden and 2 steel drawers of filing cases. R. 329. (2543)
597. CHRONOLOGICAL LETTER FILE, Aug. 1932 - Nov. 1936. Arranged alphabetically. (Daily, official.) 9 x 12 folders, 6 ft., in 4 drawers of wooden filing case. R. 329. (2542)
598. QUARTERLY REQUISITIONS, 1933 - 1934. Forms 146 and 2162, requisitions for supplies. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 4 in., in drawer of wooden filing case. R. 329. (2539)
599. REGISTER APPLICATIONS, 1933 to date. Form 678A, applications for handling narcotics, with related correspondence. Arranged numerically. (Frequently, official.) 9 x 12 folders, 3 ft., in 2 drawers of steel filing case. R. 329. (2546)
600. ADVANCE REPORTS AND VOUCHERS, July 1933 - 1936. Forms 126, 136, 153, 154, 158, 130, 108, and 1030. Arranged alphabetically. (Frequently, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel safe. R. 329. (2535)
601. DAILY REPORT, 1934 to date. Daily report on men working in field. Arranged numerically. (Frequently, confidential.) 9 x 12 folders, 6 ft., in 4 drawers of steel filing case. R. 329. (2548)
602. DAILY FORWARD CARDS, Nov. 1936 - 1937. Shows name and address. Arranged alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 9 in., in 3 drawers of wooden card cabinet. R. 329. (2547)

PROCUREMENT DIVISION

NASHVILLEOFFICE OF CUSTODIAN
Court House, Broad St.

The date of establishment of this office is unknown; however, the survey revealed records dated as early as 1915. The duties of the office are the supervision and care of the entire building and mechanical equipment, including keeping of all records pertaining thereto, making of pay rolls, storage of furniture, and making specifications for minor repairs to the building and mechanical equipment. This includes everything that enters into the operation of a first class office building. It is not known what disposition is made of records and useless papers.

603. INDEX, 1916 - 1936. Arranged alphabetically. (Occasionally, official.) 5 x 8 cards, 6 in., in pasteboard box. R. 242. (1073)

604. CORRESPONDENCE, 1915 - 1936. General correspondence and telegrams, with Form 1034A. (Frequently, official.) 8 x 12 folders, 1 ft., in wooden filing case. Rs. 228-242. (1080)

605. MIMEOGRAPHED COPIES OF ORDERS, May 7, 1915 - Jan. 2, 1936. Letters of thanks for services from secretary and director. (Frequently, official.) 8 x 12 folders, 1 ft., in drawer of wooden filing case. R. 242. (1079)

606. MISCELLANEOUS CORRESPONDENCE, July 15, 1915 - 1936. Correspondence, telegrams, and Form 1034A, voucher. Filed alphabetically. (Frequently, official.) 8 x 12 folders, 8 ft., in 8 drawers of wooden filing cases. Rs. 228-242. (1082)

607. PUBLIC VOUCHERS AND CORRESPONDENCE, 1916 - 1926. Form 8600, for purchases of furniture, file cases, chairs and all kinds of supplies, with correspondence. (Seldom, official.) 8 x 11 folders, 2 ft. 6 in., on shelves. R. 242. (1074)

608. EMPLOYEE LEAVE REPORTS, 1927 - 1936. Form 2243, report of all leaves taken by employees, annual, sick, or without pay. (Frequently, official.) 8 x 14 sheets, 1 in., in wooden filing case. Rs. 228-242. (1078)

609. RECORD OF FURNITURE AND FIXTURES, 1928 - 1936. Form 18, for furniture and supplies used in building, and record of electric power and water used. (Frequently, official.) 14 x 18 vol., 1 in., in wooden cabinet. Rs. 228-242. (1075)

610. REGISTER OF PUBLIC VOUCHERS, 1928 - 1936. Form 19, showing payee, articles, labor furnished, when furnished, amount, number, and remarks. Indexed. (Frequently, official.) 14 x 18 vol., 1 in., in wooden cabinet. Rs. 228-242. (1076)

611. ABSENCE RECORD, 1929 - 1934. Information relative to leaves of absence. (Seldom, official.) 8 x 12 bundle, 1 ft., on shelf. R. 242. (1083)

612. REQUISITIONS FOR SUPPLIES, Jan. 1932 - July 1935. Forms 13BOM and 4709M. (Seldom, official.) 8 x 12 folders, 7 in., in wooden filing case. Rs. 228-242. (1077)

613. CORRESPONDENCE, INVOICES, AND VOUCHERS, 1936. Forms 33A, 220, 33D, and 1034A, invoices of fuel, bills for hauling coal and freight, with correspondence and telegrams between coal companies and Procurement Division. (Frequently, official.) 8½ x 12 folders, 9 in., in wooden filing case. Rs. 228-242. (1081)

STATE PROCUREMENT OFFICE

Stahlman Bldg., Third Ave. and Union St.

This agency was established July 15, 1935, at its present address. All records have been retained.

614. GENERAL CORRESPONDENCE, 1935 - 1936. Arranged alphabetically. (Occasionally, official.) 9 x 12 folders, 13 ft., in 7 drawers of steel filing cases. Rs. 403-405. (2357)

615. MISCELLANEOUS DISBURSEMENT FILE, 1935 - 1936. Forms 1034-A, 1068-A, 1068-C, 3975, A-7, 1064, A-6, and 33, revised, with relative correspondence. Arranged numerically by districts. (Frequently, official.) 9 x 12 folders, 11 ft., in 6 drawers of filing cases. Rs. 403-405. (2361)

616. PERMANENT TRANSMITTALS TO STATE ACCOUNTS OFFICE, 1935 - 1936. Also WPA Form T-M-67. Arranged by dates. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Rs. 403-405. (2359)

617. RECORD OF REQUISITIONS AND PURCHASE ORDERS FOR RESETTLEMENT ADMINISTRATION, 1935 - 1936. Filed by districts. (Daily, official.) 5 x 8 cards, 2 ft., in 2 drawers of wooden filing case. Rs. 403-405. (2387)

618. RECORD OF REQUISITIONS AND PURCHASE ORDERS FOR WPA, 1935 - 1936. Filed by districts. (Daily, official.) 5 x 8 cards, 8 ft., in 11 drawers of wooden filing cases. Rs. 403-405. (2386)

619. RECURRING CONTRACTS AND VOUCHERS FOR SERVICES OTHER THAN

PERSONAL, 1935 - 1936. Treasury Forms A-8, 1034, and 1034-A, vouchers for telephone, lights, rent, leases, materials, and equipment. Filed by dates and arranged numerically. (Frequently, official.) 9 x 12 folders, 17 ft. 6 in., in 9 drawers of steel filing cases. Rs. 403-405. (2383)

620. REQUISITIONS FOR PURCHASES, PERMANENT FILE, COMPLETED, 1935 - 1936. Forms 33, revised, 1036, revised, A-6, A-8, and 1034-A, with correspondence covering five different districts in Tennessee. Arranged numerically by districts. (Occasionally, official.) 9 x 12 folders, 163 ft., in 90 drawers of steel and wooden filing cases. Rs. 403-405. (2382)

621. SCHEDULE OF DISBURSEMENTS FOR GAS, OIL, AND GREASES, 1935 - 1936. Forms 6 and 101; and Treasury Forms A-4, A-6, 1034-A, and 1064, revised. Filed numerically by districts. (Frequently, official.) 9 x 12 folders, 5 ft. 6 in., in 4 drawers of steel filing case. Rs. 403-405. (2360)

622. TRANSMITTALS FROM DISTRICTS, 1935 - 1936. Also WPA Forms T-M 258 and T-M 333. Arranged numerically by districts. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Rs. 403-405. (2358)

623. WPA PROJECTS ON WHICH PRESIDENTIAL APPROVAL HAS BEEN RECEIVED, 1935 - 1936. Arranged alphabetically by counties. (Occasionally, official.) 11 x 14 sheets, 4 in., on table. Rs. 403-405. (2385)

624. REQUISITIONS FOR PURCHASES, 1935 to date. Treasury Forms 33, A-6, A-7, A-8, 1034-A, 1036, revised, and SPO Forms 1 and 106. Arranged numerically by districts. Index. (Daily, official.) 9 x 12 folders, 30 ft., in 20 drawers of steel filing cases. Rs. 403-405. (2384)

625. VENDOR LISTS, July 1935 - Oct. 1936. Lists of names and addresses of firms. (Frequently, official.) 5 x 8 cards, 5 ft., in steel visible control case. R. 400. (2380)

626. CONTRACT REGISTER NUMBERED, July 17, 1935 - Oct. 1936. Form 5. (Daily, official.) 9 x 12½ loose-leaf book, 2 in., on table. R. 423. (2367)

627. ADVICE OF ALLOTMENT CONTINUATION SHEETS, Aug. 1935 - Oct. 1936. Form A-3-B, record of encumbrances and approved vouchers transmitted to State Accounts Office. (Daily, official.) 9 x 12 loose-leaf book, ¼ in. R. 402. (2371)

628. DISCOUNT REGISTER AND VOUCHER REGISTER, Aug. 1935 - Oct. 1936. WPA Form T-M-1017, showing name, address, voucher number, and amount. (Daily, official.) 9 x 15 loose-leaf books (2), 4 in., on table. R. 411. (2369)

629. ENCUMBRANCE REGISTER, Aug. 1935 - Oct. 1936. Form 5. (Frequently, official.) 9 x 12 $\frac{1}{2}$ loose-leaf book, $\frac{1}{4}$ in., in desk drawer. R. 402. (2372)

630. NOTICES OF CORRECTIONS AND CANCELLATIONS, Aug. 1935 - Oct. 1936. Record of corrections made of project numbers, prices of items, addresses, dates, or any other errors made, and record of all cancellations made. (Daily, official.) 9 x 12 loose-leaf book, 1 in., on table. R. 423. (2366)

631. OFFICE SUPPLY RECORD, Aug. 1935 - Oct. 1936. Form 40, showing office where supplies and equipment are located. Arranged by articles. (Occasionally, official.) 5 x 8 cards, 6 in., in drawer of steel card cabinet. R. 402. (2374)

632. PERSONNEL FILE, Aug. 1935 - Oct. 1936. Forms 100, 8-200, 300, 400, and 500. Arranged by subjects. (Occasionally, confidential.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 402. (2376)

633. RECORD OF SALARY PAYMENTS, Aug. 1935 - Oct. 1936. Visible control and records of each employee. (Semimonthly, official.) 5 x 8 cards, 8 in., in steel visible control card case. R. 433. (2364)

634. REQUISITION REGISTER, Aug. 1935 - Oct. 1936. Form 4, showing number, project number, date, date received, articles or services, estimated cost, and date to be forwarded. (Daily, official.) 9 x 12 $\frac{1}{2}$ loose-leaf book, 2 in., on table. R. 433. (2365)

635. TRAFFIC SECTION FILE, Aug. 1935 - Oct. 1936. Correspondence, telegrams, reports, and tabulations, with Forms 1000, 1058-DO, A-1059, 1060, 1061, 1068, 1068A, A5, and A5A, car records, government ladings, temporary freight receipts, certificates in lieu of lost lading, vouchers for payment of transportation, encumbrance of freight charges, and corrections on DO. Arranged by subjects. (Daily, official.) 9 x 12 folders, 8 ft., in 4 wooden and steel filing cases. R. 400. (2381)

636. TRANSMITTAL SHEET RECORD, Aug. 1935 - Oct. 1936. Form WPA-TM-67, transmittal sheets, relative to purchase orders, telephone contracts, notices of cancellations, corrections, government leases, and requisitions. Arranged by dates. (Frequently, official.) 9 x 12 folders, 4 ft. 4 in., in 3 drawers of wooden filing case. R. 400. (2379)

637. PROGRESS REPORTS, Aug. 1935 - 1936. Forms 8 and 8-A, monthly reports, covering property, receiving, operating, and transportation, with relative correspondence. Arranged by subjects. (Occasionally, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. R. 402. (2375)

638. MISCELLANEOUS FILE, Aug. 1935 to date. Forms A5, 1064, 1013C, 700, 2217, and 1900A-B, with travel vouchers, pay rolls, daily reports,

daily absence reports, monthly reports, office charts, correspondence, reports, telegrams, tabulations, and monthly statement of accounting office. Arranged by subjects. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 402. (2377)

639. PAID VOUCHER REGISTER, Aug. 1935 to date. Form 5. (Weekly, official.) 9 x 12 $\frac{1}{2}$ loose-leaf book, $\frac{1}{2}$ in., in desk drawer. R. 402. (2373)

640. PERSONNEL RECORD, Aug. 1935 to date. Visible control service record, showing dates started, sex, race, marital status, legal residence, position grade, salary, when assigned, and name and address. (Frequently, official.) 5 x 8 cards, 8 in., in steel visible control card case. R. 402. (2378)

641. TRAVEL ORDER REGISTER, Aug. 1935 to date. WPA Form T-M-891. (Daily, official.) 9 x 12 loose-leaf book, $\frac{1}{2}$ in., in desk drawer. R. 402. (2370)

642. PURCHASE ORDER REGISTER, Aug. 6, 1935 to date. Form 5. (Daily, official.) 9 x 12 $\frac{1}{2}$ loose-leaf books (2) and folders, 6 in., on table. R. 423. (2368)

643. CONTRACTS ON PLUMBING AND PIPING, 1936. Treasury Forms 36, 33, revised, 1036, revised, and SPO-1. Arranged numerically. Index. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Rs. 403-405. (2362)

644. INDIVIDUAL RECORD OF ABSENCES, July 1, 1936 - June 30, 1937. Visible control record. (Daily, official.) 5 x 8 cards, 8 in., in steel visible control card case. R. 433. (2363)

BUREAU OF PUBLIC HEALTH SERVICE

MEMPHIS

MALARIA INVESTIGATION OFFICE

Federal Bldg., Front St. and Madison Ave.

This agency was established in 1918, although records in its custody date as early as 1915. The office was housed in the Court House from 1918 to 1931, at which time it moved to its present address. Useless papers are destroyed in accordance with regulations governing their disposal; old records were sent to Washington in 1931; all other records have been retained.

645. FINANCIAL AND STATISTICAL REPORTS, 1915 - 1936. Cover amounts spent on maintenance, oiling, oil used, expense vouchers, and receipts; blue prints of districts to be surveyed with general description; maps of malaria districts; and drawings and exhibits shown at Chicago World's Fair. Index. (Frequently, official.) 9 x 11 3/4 folders and covers, 11 ft., in 5 drawers of steel filing cases. R. 327. (343)

646. MALARIA CONTROL, 1915 - 1936. Record of mosquito control work, showing dates started and completed, narrative report of malaria operations, monthly and quarterly reports of anti-malaria work, statement of work done, and blue prints on making correct screen doors. Index. (Daily, official.) 9 x 11 3/4 folders and covers, 16 ft., in 6 drawers of steel filing cases and 4 drawers of wooden transfer case. R. 327. (345)

647. MISCELLANEOUS CORRESPONDENCE, 1915 - 1936. Pertaining to malaria control in United States and possessions and some foreign countries, with bulletins from all parts of this country and foreign countries. Index. (Frequently, official.) 9 x 11 3/4 folders and covers, 10 ft., in 5 drawers of steel filing cases. R. 327. (344)

MARINE HOSPITAL NO. 12

California Ave.

(A) Administration Bldg.

(B) Surgical Bldg.

This Hospital was established in 1881, although some of the records in its custody date as early as 1870. It is housed in the Administration and Ward Building, completed in 1884 and in the new combined

Surgical and Laundry Building, completed in 1933. A new Main Ward Hospital and Administration Building is now under construction. The functions of the hospital are divided for the purpose of efficiency, under the following departments: Accounting, Administrative, Admitting, Dental, Dietician, Pharmacy, and X-Ray Laboratory, and the current records of each department are kept separately. Useless papers are destroyed about every five years in accordance with regulations governing their disposal. All other records are retained. Certain records are sent to Washington on request.

Accounting Department

648. INVENTORY OF PROPERTY, 1884 - 1926. Name and number of articles on hand, received, total on hand, number dropped and sold by authority, number discarded, and serviceable property on hand; an inventory of medical supplies, furniture, pharmaceutical instruments, and gasoline. Arranged alphabetically by departments. (Rarely, official.) 9 $\frac{1}{2}$ x 14 and 14 x 17 vols. (8), 1 ft., on floor. Brittle, dirty, torn. Attic Supply and Storage Room (Bldg. B). (1294)

649. APPOINTMENT, RESIGNATION, AND NOMINATION CORRESPONDENCE, 1899 - 1920. Correspondence with Washington. Arranged by dates. (Rarely, official.) 8 $\frac{1}{2}$ x 11 and 9 x 11 sheets, 1 ft., on floor. Brittle, dirty, torn, bindings broken. Attic Supply and Storage Room (Bldg. B). (1293)

650. LIST OF ELIGIBLE APPLICANTS, 1900 - 1901. List of Civil Service examiners, indicating name, age, where born, date of birth, legal residence, date examined, and general average. Arranged alphabetically. (Rarely, official.) 9 x 11 vol., 1 in., on floor. Attic Supply and Storage Room (Bldg. B). (1287)

651. PAY ROLLS, Sept. 1906 - Feb. 1907; 1916 - Oct. 1920. For officers and employees, showing name and location of hospital, date, names of personnel, designation, rate of pay per month, amount paid, and check number, with signature of person receiving check and signature of surgeon in charge. Arranged by dates. (Rarely, official.) 9 x 11 and 9 $\frac{1}{2}$ x 13 sheets, in 3 letter files, 7 in., on floor. Dirty, torn, bindings broken. Attic Supply and Storage Room (Bldg. B). (1291)

652. RECORD OF GAS AND ELECTRIC CURRENT, 1912 - 1932. Record of amount used monthly. Arranged by dates. (Rarely, official.) 5 x 7 vols. (2), 1 in., on floor. Brittle, dirty. Attic Supply and Storage Room (Bldg. B). (1279)

653. REPORTS OF PROPERTY RETURNED AND RETAINED, 1917 to date. Inventory of laboratory, automobiles, X-ray, furniture, and kitchen equipment, indicating articles, debit, credit balance, and unserviceable, as well as total; instructions, and books on property returned, dated 1917 through 1920, containing a summary of returns taken from vouchers. Arranged by departments to which property is issued.

(Older records, never; current ones, daily, official.) $3\frac{1}{2}$ x 8 bundles and $8\frac{1}{2}$ x 14 books, 7 ft., in paper transfer case and on 2 open wooden shelves. Dirty. Attic Supply and Storage Room (Bldg. B). (1288)

654. SPECIFICATION AND REPAIR RECORDS, 1919 - 1926. Blue prints, specifications, and acceptances of bids for work and repairs, with correspondence relative to same. Filed alphabetically. (Rarely, official.) $11\frac{1}{2}$ x $14\frac{1}{2}$ letter file, 3 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1276)

655. DAILY ITEMIZED STATEMENTS OF ACCOUNTS, 1920 - 1921. From various firms for groceries, showing names of firms, items, purchase price, date, and total amount. Arranged by dates. (Rarely, official.) $8\frac{1}{2}$ x 11 vol., 2 in., on floor. Brittle, dirty, bindings broken. Attic Supply and Storage Room (Bldg. B). (1292)

656. BILLS OF LADING AND PROPERTY RETURNED BOOK, May 5, 1920 - 1929. Bills of lading, showing number, name of transporting company, date shipped, nature of shipment and point from which shipped; and record of property returned, showing voucher number, description of articles, value, and date received. Entered by voucher number and dates. (Rarely, official.) $5 \times 7 \frac{3}{4}$ vol., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1280)

657. PAY ROLLS, Oct. 1920 to date. Forms 1013C and 1948A, pay rolls for personal services, showing dates, departments, divisions, locations, disbursing officers, period of pay rolls, names, grades, designation and total salaries, rates, gross amounts earned, deductions, and net amount paid, with signatures of personnel. Filed by dates. (Frequently, official.) 9×12 folders, 1 ft. 6 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1188)

658. RECORD OF LAUNDRY WORK, 1921 - 1929. Record of number of pieces laundered for wards, operating rooms, surgeons, nurses, and attendants, amount used in each department, and total number of pieces laundered each week. Arranged by dates. (Never.) 5×7 vol., $\frac{1}{2}$ in., on floor. Brittle, dirty. Attic Supply and Storage Room (Bldg. B). (1278)

659. EXPENDITURE REGISTER AND RECAPITULATION OF REGISTER FOR SUPPLIES, 1921 - 1930. Record of storehouse issues, showing requisition number, material, supplies, amount, and what branch supplies are to be used in; voucher register, showing date, voucher number, creditor, credits, debits, explanation and what branch hospital supplies are to be used in; and recapitulation of register showing name of account, transactions this month, balances previous month, and balances to date. Entered alphabetically by requisition numbers, dates, recapitulation, and accounts. (Rarely, official.) $14 \frac{3}{4} \times 18$ vols. (2), 5 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1284)

660. VOUCHERS FOR SUBSISTENCE AND SUPPLIES, 1921 - 1930. Catalogue

or list, contract or order number, date of delivery or service, articles or service, quantity, unit, unit price, amount, and notations, with signature and title of person from whom purchased. Entered by voucher numbers and dates. (Rarely, official.) 9 x 12 folders, 1 ft. 9 in., in paper transfer case. Damaged by careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1275)

661. MISCELLANEOUS VOUCHERS, 1921 - 1931. Nonexpendable and expendable property vouchers, showing order number, registration number, articles and service, quantity, unit, unit price, amount, date and taken up voucher number; purchase orders, quarterly proposals, and bills of lading. These records awaiting official disposition. Filed by classifications. (Never.) 9 x 12 folders, 1 ft. 4 in., in paper transfer case. Damaged by faulty containers, dirty. Attic Supply and Storage Room (Bldg. B). (1277)

662. PERSONNEL EXAMINATIONS AND SEPARATIONS, 1921 to date. Nominations; personnel history statements; physical examination reports; telegrams relative to nominations of personnel; Form 1917H statement, showing date, name and address of nominee, legal voting residence, where born, sex, marital status, number of dependents, education, and complete record of past service with government other than military or naval service; letters of separation, showing office, address, date, name, occupation, salary, and date of resignation, with signature of surgeon and general manager; and correspondence and telegrams relative to same. Arranged by dates. (Occasionally, official.) 9 x 12 folders, 10 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1192)

663. PROPOSALS, 1922 - Mar. 31, 1931. Name and address of firms submitting quarterly proposals, invitations asking for bids on articles and supplies, and correspondence relative to same. Filed by subjects and dates. (Rarely, official.) 8 x 10 $\frac{1}{2}$ vol. and 9 x 12 folders, 10 in., in paper transfer case and on floor. Damaged by careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1286)

664. MISCELLANEOUS RECORDS, Feb. 1922 - Dec. 1935. Proposals, bills, correspondence, requisitions, inventory and inspection reports, bills of lading, reports of automobile accidents, list of furniture, list of surplus property, monthly reports of absence, monthly reports of attending specialists, monthly reports of dieticians, monthly reports of encumbrances, ration bills, monthly savings, personnel reports, nurses information, accident information, dental reports, hospital inspection reports, cost accounting data, and miscellaneous expense items. (Rarely, official.) 9 x 12 folders, 4 ft. 8 in., in 4 steel transfer cases. Waiting Room (Bldg. A). (1223)

665. MISCELLANEOUS MONTHLY REPORT RECORDS, 1923 to date. Encumbrance, absence, dietician, cooked rations, pay patients, monthly vehicle expense, personnel, attending specialists, Civil Service Commission reports, collection statements, invoices, and cancellations. Filed by subjects. (Old records, rarely; current ones, frequently,

official.) 9 x 12 folders, 1 ft. 2 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1184)

666. MISCELLANEOUS EXPENSE JOURNAL, 1924 - 1935. Expense accounts for various departments, indicating date, department, debits, and credits; later transferred to expense register. Arranged by dates. (Occasionally, official.) 8 x 10 $\frac{1}{2}$ vol., 1 in., in steel safe. Accounting Office (Bldg. A). (1178)

667. RECORD OF SUPPLIES RECEIVED AND ISSUED, July 1924 - Nov. 1928. Record of articles purchased, for each day in month, amount received and from whom purchased, contract price, amount issued each day, and cost and amount of supplies on hand. Entered by dates. (Never.) 14 x 17 vol., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1290)

668. GASOLINE ISSUES, Jan. 1926 - Apr. 1936. Record of name of person to whom gasoline was issued, to whom delivered, amount, and price paid. Arranged by dates. (Occasionally, official.) 8 x 10 $\frac{1}{2}$ vol., 1 in., in steel safe. Accounting Office (Bldg. A). (1186)

669. BILLS AND STATEMENTS, 1928 - 1934. For meat, milk, gasoline, nails, dental supplies, electric fans, linens, fruit, vegetables, paints, tires, and cleaning supplies. (Rarely, official.) 8 $\frac{1}{2}$ x 11 $\frac{1}{2}$ envelopes and 5 $\frac{1}{2}$ x 9 $\frac{1}{2}$ bundles, 5 ft. 9 in., on floor. Damaged by careless handling, brittle, dirty, torn, scattered. Attic Supply and Storage Room (Bldg. B). (1285)

670. CERTIFICATES OF MEDICAL EXAMINATION, 1929 - 1931. Requested by Civil Service, giving names, addresses, sex, dates of birth, kind of Civil Service examination taken, department or bureaus to be employed by, cities, physicians' reports of physical examinations, finger-prints, and dates. Filed alphabetically. (Occasionally, official.) 8 x 10 sheets, 2 ft., in 2 drawers of wooden filing case. Accounting Office (Bldg. A). (1183)

671. BILLS OF LADING, 1929 - 1932. For articles received and shipped. Filed by dates. (Rarely, official.) 9 x 12 folders, 10 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1233)

672. ALLOTMENT AND ENCUMBRANCE RECORDS, 1929 - 1935. Monthly report of encumbrances, allotments, and bills of lading. Filed by classifications. (Occasionally, official.) 9 x 12 folders, 10 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1234)

673. REQUISITIONS FOR STATIONERY AND BLANKS, 1929 - 1935. Show by whom requisitioned, quantities, articles required, form numbers, and dates, with signature of medical officer in charge. Filed under dates of requisitions. (Occasionally, official.) 9 x 12 folders, 4 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1235)

674. RECORD OF REGISTERED AND INSURED MAIL, Oct. 2, 1929 - Sept. 15,

1931. Name of addressee, insured or registered number, date and hour received, time delivered, signature of addressee, and by whom delivered. Entered by dates and registered numbers. (Never.)

5 x 7 3/4 vol., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1283)

675. COST ACCOUNT, 1930 to date. Date, register number, amount, materials and supplies purchased, operating expenses, administration service, dental service, X-ray service, dispensary service, nursing, medical and surgical service, laboratory service, dietetics, motor vehicle operation, operation of laundry, maintenance of building and grounds, general expense, freight handled, and totals. Arranged by dates. (Frequently, official.) 15 x 18 vols. (2), 6 in., in steel safe. Accounting Office (Bldg. A). (1193)

676. PUBLIC VOUCHERS, Jan. 1931 - June 1933. For purchases and services other than personal, showing departments, bureau or establishments, allotment numbers, names and addresses of firms from whom purchases were made, delivery dates, articles or services desired, and amount in dollars and cents, with signature of medical officer in charge. Arranged by months. (Occasionally, official.) 9 x 12 folders, 1 ft. 2 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1231)

677. EXCHANGE SLIPS OF NONEXPENDABLE PROPERTY, 1931 to date. Ward or department to which property is issued, description of property, and date received, with signature of officer in charge. Filed by dates. (Older records, rarely; current ones, occasionally, official.) 3 1/2 x 8 slips, 4 in., on 2 wooden shelves. Dirty. Attic Supply and Storage Room (Bldg. B). (1289)

678. PROPOSALS, July 1931 - June 1935. Proposals, invitations for bids, and acceptances, for foods, laundry, coal, and ice. Filed by classifications. (Occasionally, official.) 9 x 12 folders, 10 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1232)

679. PUBLIC VOUCHERS, July 1933 - June 1936. Form 1034A, for services and purchases other than personal, showing department, appropriation, payee, address, date of delivery, articles purchased, quantity, amount, and total, with signature of medical officer in charge. Filed by dates. (Frequently, official.) 9 x 12 folders, 3 ft., in 2 drawers of wooden filing case. Accounting Office (Bldg. A). (1187)

680. INVOICES, 1934 - 1935. For miscellaneous purchases. Arranged by months. (Occasionally, official.) 9 x 12 folders, 2 ft. 2 in., in 2 drawers of wooden filing case. Waiting Room (Bldg. A). (1224)

681. REQUESTS FOR HOSPITALIZATION, 1934 - 1935. For CCC patients, showing name of patient, serial number, and company, with correspondence relative to same. (Occasionally, official.) 10 x 14 1/2 envelope, 1/4 in., in steel safe. Accounting Office (Bldg. A). (1182)

682. EXPENDABLE PROPERTY ISSUE SLIPS, 1935 to date. Requisitions

for supplies, showing articles, quantities, departments requesting supplies, name of person order was approved by, date, and amount of requisition. Filed by dates. (Frequently, official.) $3\frac{1}{2}$ x 8 sheets, 1 ft., in steel safe. Accounting Office (Bldg. A). (1185)

683. PROPERTY LOCATION RECORD, 1935 to date. Names of articles in supply room, date received, remarks, debits, credits, balance on hand, and location of same. Arranged alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 2 in., in 2 pasteboard card cabinets. Attic Supply and Storage Room (Bldg. B). (1281)

684. RECORD OF ORIGINAL PROPERTY RETURNS, 1935 to date. Date, number of articles on hand at last return, debits, credits, balance and unserviceable property, name of articles, and brief description of each. Arranged by departments and equipment. (Daily, official.) $3\frac{1}{2}$ x 8 slips, 9 in., on 2 wooden shelves. Attic Supply and Storage Room (Bldg. B). (1282)

685. MAIL RECORD, June 1935 to date. Record of incoming checks and official mail, showing date received, name of individual, and department receiving official mail, with signature of person receiving check. Arranged by dates. (Frequently, official.) 8 x 10 $\frac{1}{2}$ vol., 1 in., in steel safe. Accounting Office (Bldg. A). (1194)

686. ALLOTMENT CORRESPONDENCE, Jan. 1936 to date. Relative to monthly allotments and appropriations for pay of personnel and maintenance, showing allotment number and amount appropriated, advice of amendment of allotment, amount of appropriation, appropriation title, and reason for amendment given. Arranged by dates. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1189)

687. MISCELLANEOUS REPORTS, Jan. 1936 to date. Requisitions for stationery and forms, annual estimates and quantities of subsistence and supplies, bills of lading, and annual proposals for public utilities, ambulance service, subsistence supplies, and miscellaneous items. Filed by dates and subjects. (Frequently, official.) 9 x 12 folders, 9 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1191)

688. MONTHLY BILLS AND STATEMENTS, Jan. 1936 to date. Invoices, purchase orders, memoranda, correspondence on supplies, and statements for doctors' services, ambulances, examinations, and surgical supplies. Filed by firm names and dates. (Frequently, official.) 9 x 12 folders, 2 ft. 4 in., in drawer of wooden filing case. Accounting Office (Bldg. A). (1190)

Administrative Department

689. REGISTER OF PERMITS TO ENTER MEMPHIS CITY HOSPITAL, 1870 - 1885. Register of permits issued by Collector of Customs, showing name of patient, age, nativity, color, name of vessel last sailed on,

date of permit, disease as certified by physician, and date of discharge or death. Arranged by permit numbers. (Rarely, official.) $10\frac{1}{2} \times 15\frac{1}{2}$ vols. (2), 2 in., on floor. Brittle, dirty, torn. Attic Supply and Storage Room (Bldg. B). (1295)

690. CASE BOOKS, 1881 - 1891. Case histories of patients, showing name, date admitted, discharged, diagnosis, and results. Indexed. (Rarely, official.) $8 \times 10\frac{1}{2}$ vols. (2), 2 in., on floor. Brittle, dirty, ink faded. Attic Supply and Storage Room (Bldg. B). (1254)

691. MISCELLANEOUS CORRESPONDENCE, 1881 - 1886; 1890 - 1920; 1923 - 1929. Relative to pay rolls, vouchers, cost of subsistence, service regulations, inventory, requisitions, proposals, allotments, appointments, requests for Civil Service examinations, personnel, nominations, resignations, contracts, expenditures, travel orders, subsistence reports, general appropriations, compensation, property returned, bills of lading, acknowledgments of checks to cover bills for laundry, fuel, lights, water, and plumbing; letters regarding patients and hospitalization; and express receipts and correspondence pertaining to equipment. Arranged by dates. Indexed. (Rarely, official.) Various sized vols. (95) and $9\frac{1}{2} \times 12$ bundles (3), 17 ft. 3 in., on floor. Damaged by careless handling, brittle, dirty, torn, bindings broken, ink faded. Attic Supply and Storage Room (Bldg. B). (1259)

692. TELEGRAMS, 1886 - 1887; 1917 - 1920. From Washington, various firms, and patients, relative to resignations, transportation, hospitalization, appointments, and miscellaneous subjects. Arranged by dates. (Rarely, official.) 9×11 letter files (3), 6 in., on floor. Damaged by careless handling, brittle, dirty. Attic Supply and Storage Room (Bldg. B). (1263)

693. CLINICAL REPORTS, 1891 - 1930. Name of port, permit number, name of patient, age, nativity, color, residence, name of vessel, name of disease, complications, when admitted, when discharged, results, remarks, name of surgeon, and date. (Rarely, official.) $7 \frac{3}{8} \times 9$ and 9×12 envelopes and bundles, 27 ft. 6 in., on floor. Damaged by careless handling, brittle, dirty, torn, scattered. Attic Supply and Storage Room (Bldg. B). (1252)

694. TRANSMITTING CHECKS AND MISCELLANEOUS CORRESPONDENCE, 1897 - 1898; 1901 - 1903. Check number, amount, dates of bills, and name of person to whom check was payable, with signature of surgeon; and miscellaneous correspondence relative to bills of lading, issues for transportation, and invitations for proposals. Filed by check numbers and dates. (Rarely, official.) 10×12 vols. (2), 5 in., on floor. Dirty, torn. Attic Supply and Storage Room (Bldg. B). (1261)

695. AUTOPSIES AND SURGICAL OPERATIONS, July 1904 - May 1905; 1924 - 1929. Record of name of patient, date, color, date admitted to hospital, history of case, present condition, autopsy or operation, results, and date discharged. Arranged by dates. (Rarely, official.)

5 x 7 3/4 and 10 1/2 x 15 vols. (2), 2 in., on floor. Dirty, torn, bindings broken. Attic Supply and Storage Room (Bldg. B). (1262)

696. PERSONNEL CORRESPONDENCE, 1914 - 1925. Relative to nurses, dieticians, doctors, internes, clerks, and others regarding changes, restoration of services, matter of pay, and appointments. Filed alphabetically. (Rarely, official.) 9 x 12 and 9 1/2 x 12 bundles, 1 ft. 1 in., on floor. Damaged by careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1258)

697. COMPENSATION CORRESPONDENCE, 1918 - 1920. Requesting physical examinations in connection with claims for compensation, advising when physical examinations are to be made, claims submitted for reimbursements, and orders for transportation. Arranged by dates. (Rarely, official.) 9 1/2 x 11 and 9 1/2 x 15 vols. (11), 2 ft. 5 in., on floor. Dirty, torn. Attic Supply and Storage Room (Bldg. B). (1260)

698. CORRESPONDENCE AND MISCELLANEOUS REPORTS, Feb. 1919 - 1929. Relative to war risk insurance, employees' compensation, appointments, medical examinations, hospitalization, transportation, dental work, artificial limbs, diet sheet, and reports of various kinds. Arranged alphabetically and by dates. Indexed. (Rarely, official.) 9 x 11 and 10 x 15 vols. (5) and 9 x 12 folders, 2 ft. 4 in., in paper transfer case and on floor. Dirty, torn. Attic Supply and Storage Room (Bldg. B). (1264)

699. OFFICER OF DAY BOOK, Oct. 14, 1920 to date. OD reports, showing condition of meals, officers of the day relieved, hour relieved, hour sick calls made, irregularities, operations, emergencies, deaths, total number in hospital, and hour at which census was made, with signatures of officers of the day. Entered daily. (Older records, rarely; later ones, daily, official.) 8 x 10 1/2 vols. (9), 6 in., on open wooden shelf and on desk. Office of Senior Surgeon (Bldg. A). (1180)

700. LABORATORY AND WEEKLY CENSUS REPORTS, 1922 - 1930. Laboratory reports, showing blood analysis, urine tests, feces, stomach, spinal fluid, bacteriological examinations, water and milk analysis, animal inoculations, pathological examinations and vaccines; weekly census report showing date, bed capacity, number of beds occupied and empty, number of beds available, number of medical and dental doctors on staff, number of consultants to staff, number of nurses and dieticians, number of in and out patients; and correspondence relative to same. Arranged by classifications. (Rarely, official.) 9 1/2 x 12 folders, 9 in., on floor. Damaged by careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1253)

701. MONTHLY REPORT AND DIET SHEETS, 1923 - 1930. Medical officer's monthly report, showing location of station, date, signature of Surgeon General, patients remaining for treatment from previous month, number of patients admitted during month, total number treated or died, total number remaining under treatment, total number of days relief

furnished, number of out-patients admitted and remaining, total number of examinations and surgical operations, number of hours devoted to instructions and examinations in ship sanitation; and diet sheets, showing date and number of patients receiving light, liquid, special, regular ward, and dining room meals for breakfast, dinner, and supper. Entered by dates. (Rarely, official.) 9 x 12 bundles, 4 in., on floor. Damaged by water and careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1257)

702. GENERAL CORRESPONDENCE, 1923 to date. Relative to deeds to property, drugs, electrical changes, physical examinations, repairs, and installations. Filed alphabetically by subjects. (Frequently, official.) 9 x 12 folders, 3 ft., in 2 drawers of wooden filing case. Office of Senior Surgeon (Bldg. A). (1176)

703. PERSONNEL CORRESPONDENCE, 1926 to date. Correspondence with Washington relative to changes in personnel. Filed alphabetically by classifications of employees. (Frequently, official.) 9 x 12 folders, 2 ft. 3 in., in 2 drawers of wooden filing case. Office of Senior Surgeon (Bldg. A). (1179)

704. CLINICAL RECORDS, 1927 to date. Record of patients who have been in hospital for some time, showing name of patient, family and personal history, present disease, physical examinations, temperature charts, and notes. Filed by names of patients. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. Office of Senior Surgeon (Bldg. A). (1181)

705. MEDICAL EMPLOYEE REGISTER, Mar. 1927 - Nov. 1930. Time register, showing date, name of employee, and time of going on and off duty. Arranged by dates. (Rarely, official.) 8 x 10 $\frac{1}{2}$ vol., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1255)

706. KAHN AND WASSERMAN TEST BOOK, Oct. 1928 - Oct. 1930. Record of dates, names of patients taking Wasserman and Kahn tests, whether negative or positive, and if positive, how much. Entered by dates. (Rarely, official.) 5 x 7 $\frac{3}{4}$ vol., $\frac{1}{2}$ in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1251)

707. NEOSALVARSAN AND MERCURY TREATMENT RECORD, Dec. 1930 - May 1931. Shows ward patient occupies, name of patient, location of bed, and in some instances amount of mercury administered. Filed by dates. (Rarely, official.) 5 x 7 $\frac{3}{4}$ vol., $\frac{1}{2}$ in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1256)

708. ANNUAL HOSPITAL REPORT, 1934 to date. Annual report of medical officer in charge, annual reports of surgical and physical examinations, annual laboratory and X-ray reports, annual statement of repairs and improvements made to buildings and grounds, with correspondence relative to same. Filed alphabetically by class of report. (Frequently, official.) 9 x 12 folders, 9 in., in 2 drawers of wooden filing case. Office of Senior Surgeon (Bldg. A). (1174)

709. NIGHT NURSE REPORT, May 21, 1934 to date. Ward, name of patient admitted and discharged, census at beginning and at end of night, names of patients given treatment, treatment administered, and results, with signature of nurse in charge. Entered daily. (Older records, rarely; later ones, daily, official.) 8 x 10 $\frac{1}{2}$ vols., 5 in., on open wooden shelf and on desk. Office of Senior Surgeon (Bldg. A). (1173)

710. SPECIFICATION AND PROGRESS REPORTS, July 1934. Report on specifications, contracts, progress reports, and correspondence pertaining to surgical and laundry buildings. Filed alphabetically and numerically. (Never.) 9 x 12 folders, 1 ft. 1 in., in drawer of wooden filing case. Office of Senior Surgeon (Bldg. A). (1175)

711. MINUTES OF STAFF MEETINGS, June 28, 1935 to date. Show dates of meetings and what transpired. Entered by dates. (Weekly, official.) 8 x 10 $\frac{1}{2}$ vol., $\frac{3}{4}$ in., on desk. Office of Senior Surgeon (Bldg. A). (1177)

Admitting Department

712. ACCOUNT OF SEAMEN ADMITTED TO MEMPHIS CITY HOSPITAL, 1872 - 1878. Permit number, name of seamen, age, nativity, date of admission, disease, date of discharge, condition, and number of days spent in hospital. Arranged by dates and numerically by permit number. (Rarely, official.) 11 $\frac{1}{2}$ x 18 vol., 2 in., on floor. Brittle, dirty, torn. Attic Supply and Storage Room (Bldg. B). (1270)

713. REGISTER OF IN-PATIENTS, 1881 - 1901; 1910 - 1912; 1922 - 1929. Permit number, name of seaman, age, state of nativity, name of vessel on which served, date of admission to hospital, disease or injury, number of days in hospital, results, remarks, and date of discharge or death. Arranged alphabetically and numerically. (Rarely, official.) Various sized vols. (6), 9 in., on floor. Brittle, dirty, torn, scattered, ink faded. Attic Supply and Storage Room (Bldg. B). (1267)

714. RECORD OF MEDICAL INSPECTION OF SEAMAN, May 24, 1881 - Mar. 11, 1924. Name of seaman, vessel on which applicant intended shipping, name of person requesting examination, whether passed or rejected, and remarks. Entered by dates. (Never.) 9 $\frac{1}{4}$ x 13 $\frac{3}{4}$ vol., 2 in., on floor. Brittle, dirty, ink faded. Attic Supply and Storage Room (Bldg. B). (1272)

715. MEDICAL OFFICER'S JOURNAL, Aug. 22, 1882 - June 30, 1905. Shows all hospital records of patients, doctors, pay rolls, and all miscellaneous data covering operation of hospital. Entered daily. (Rarely, official.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ vol., 1 in., on steel filing cabinet. Bindings broken, ink faded. Admitting Room (Bldg. A). (1202)

716. REGISTER OF OUT-PATIENTS AND RECORD BOOK, 1884 - 1931. Name of patient, age, nativity, last vessel worked on, period of last service, description of former relief, present disease or injury, date

and kind of relief furnished. Entered numerically by register numbers. (Rarely, official.) Various sized vols. (27), 2 ft. 5 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1273)

717. REGISTER OF PATIENTS, July 1, 1887 - Mar. 30, 1921. Date admitted, name of patient, age, nativity, name of vessel on which he last sailed, period of last service, how long a seaman in American service, number of days for which permit is granted, name of disease, result, date of discharge, and remarks. Entered daily. (Rarely, official.) 11 x 14½ vols. (4), 7 in., in filing cabinet. Damaged by careless handling, bindings broken, ink faded. Admitting Room (Bldg. A). (1203)

718. REGISTER OF PERMITS, July 1901 - May 1912. Name of person to whom permit was issued, age, nativity, name of vessel on which last served, period of last service, disease, result, date of discharge, remarks, and permit numbers. Entered numerically by permit numbers. (Rarely, official.) 10 3/4 x 14 3/8 vol., 2 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1265)

719. MASTER CERTIFICATES FOR SICK OR DISABLED SEAMEN, 1902 - 1917. Show from what port patient came, dates, name of patient, nativity, age, height, color of eyes, distinguishing marks, and employment record, with signature of employer. Filed numerically. (Rarely, official.) 7 x 8 sheets, 6 ft. 8 in., in 2 drawers of steel filing case. Waiting Room (Bldg. A). (1229)

720. RELIEF FOR IN-PATIENTS AND OUT-PATIENTS, 1910 - 1915. Record of relief and treatments given patients, showing register number, name, nativity, date of last continuous service, date admitted to hospital, date discharged or died; and yearly medical and surgical report showing various diseases and injuries treated, number accommodated, discharged, died, itemized list of hospital relief furnished, and number of patients rejected. Arranged by dates. (Rarely, official.) 10 x 14 vol., 3 in., on floor. Dirty, ink faded. Attic Supply and Storage Room (Bldg. B). (1269)

721. RECORD OF IN-PATIENTS, OBSOLETE, 1911 - 1916. Permit numbers, names, ages, nativity, residences, diseases, dates admitted, dates discharged, results, and remarks, with signature of examining surgeon. Filed by dates. (Never.) 3½ x 5½ cards, 2 ft. 2 in., in drawer of steel filing case. Waiting Room (Bldg. A). (1205)

722. RECORD OF IN-PATIENTS, June 29, 1917 - Dec. 13, 1921. Dates, names of patients, class of beneficiaries, compensation numbers, register numbers, names and numbers of hospitals, location of hospital, and remarks, with signature of patient if discharged contrary to advice of medical officer in charge. Filed numerically by register numbers. (Rarely, official.) 4 x 6 cards, 1 ft. 4 in., in drawer of steel and wooden filing case. Damaged by careless handling, brittle, dirty, torn. Waiting Room (Bldg. A). (1228)

723. RECORD OF OUT-PATIENTS, OBSOLETE, 1920 - 1923. Names of

patients, classes, register numbers, place of examination or treatment, addresses of patients, dates of last service, nativity, ages, sex, race, marital status, diagnosis, remarks, signatures of examining surgeons, and record of treatments and examinations. Filed alphabetically by names of patients under dates. (Rarely, official.) 5 x 8 cards, 5 ft. 4 in., in 2 drawers of steel filing case. Admitting Room (Bldg. A). (1217)

724. IN-PATIENT RECORDS, Jan. 2, 1920 - Dec. 3, 1929. Masters' certificates of service of sick and injured seamen, family and personal histories, histories of present diseases, objective symptoms, graphic charts, temperatures, ward surgeons' progress and treatment records, nurses' progress and treatment records, in-patients' initial cards, and reports from other doctors and clinics where patients have been examined. Filed numerically. (Rarely, official.) 8 $\frac{1}{4}$ x 11 folders, 28 ft., in 14 steel transfer cases. Waiting Room (Bldg. A). (1227)

725. RECORD OF AND RECEIPTS FOR MONEY AND VALUABLES OF PATIENTS, 1922 - 1926. Receipt number, date, persons from whom money and valuables were received, names of articles, and amounts; and cards, showing dates, names of patients, names of articles, and receipt numbers. Entered numerically by receipt numbers and dates. (Rarely, official.) 5 x 8 bundle and 7 x 10 vols. (7), 1 ft., on floor. Dirty, torn. Attic Supply and Storage Room (Bldg. B). (1274)

726. IN-PATIENT RECORD, June 1922 - Feb. 1923. Record of discharged patients. Filed numerically by register numbers. (Never.) 4 x 6 cards, 6 in., in drawer of wooden and steel filing case. Waiting Room (Bldg. A). (1226)

727. RECORD OF OUT-PATIENTS, 1923 - 1926. Names, addresses, authority for admission, clinical notes, diagnosis, information for compensation commission cases only, class of beneficiary, treatments, examinations, and date, with signatures of attending physicians. Filed alphabetically by names. (Rarely, official.) 4 x 6 cards, 1 ft. 2 in., in drawer of steel and wooden filing case. Waiting Room (Bldg. A). (1225)

728. REPORT OF PAY PATIENTS, 1923 - 1927. Names of patients, register numbers, classes of patients, dates of admission, total days under treatment, total charge for month, diagnosis, and name of surgeon attending. Entered by dates. (Rarely, official.) 9 $\frac{1}{2}$ x 12 bundles, 8 in., on floor. Damaged by rodents and careless handling, dirty. Attic Supply and Storage Room (Bldg. B). (1271)

729. MASTERS' CERTIFICATES AND REQUESTS FOR HOSPITAL TREATMENT, Feb. 1923 - June 1925. Masters' certificates of service of sick and injured seamen, showing date, name of patient, name and class of vessel, home port of vessel, period of service, nativity, age, height, color of hair and eyes, and name of master of vessel. Filed alphabetically. (Never.) 8 x 10 $\frac{1}{2}$ bundle, 4 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1266)

730. CERTIFICATES OF MEDICAL EXAMINATIONS FOR CIVIL SERVICE COMMISSION, 1924 - 1934. Civil Service Form 2413, showing applicant's name, post office address, sex, date of birth, type of examination taken, department and bureau employed in, city or town to be employed in, height, weight, color of eyes, hair, and general description, name of examining physician, title, and date of examination. Filed alphabetically by names of applicants under years. (Rarely, official.) $5\frac{1}{4}$ x 8 sheets, 5 ft. 9 in., in 3 drawers of steel and wooden filing cases. Waiting Room (Bldg. A). (1230)

731. ADMITTING RECORD, Nov. 6, 1925 - May 30, 1931. Registry number, name of patient, place of employment, complaint, and date. Filed numerically by registry numbers. (Rarely, official.) $8 \times 10\frac{1}{2}$ vols. (2), 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1268)

732. PROPERTY RETURN, 1928 - 1935. Form 1903A, return of laboratory, physiotherapy, X-ray, laundry, kitchen, miscellaneous hospital and surgical equipment, motor transportation, furniture, and books, indicating dates, number of vouchers, debits, credits, balances, and names of articles given and number returned. Filed by departments under years. (Rarely, official.) $3 \frac{3}{4} \times 8\frac{1}{2}$ bundles (7) and sheets, 3 ft. 4 in., on closed steel shelf and in steel filing cabinet. Admitting Office (Bldg. A). (1219)

733. REQUISITIONS, 1928 - 1935. For supplies and equipment, showing dates, PHS register number, number of articles required, units, names of articles, form numbers or catalogue numbers of articles, and prices, with signatures of medical officers in charge and signatures of persons approving same. Filed numerically and by dates. (Older records, rarely; later ones, frequently, official.) 9×12 folders, 2 ft., in drawer of steel filing case. Admitting Room (Bldg. A.) (1219)

734. COMPLETED IN-PATIENT RECORD, 1928 to date. Record of patients discharged, showing name and address of patient, class, register number, name and address of hospital, age, date of birth, sex, race, marital status, occupation, name of vessel or other source of admission, date of last service, date admitted, diagnosis name and number, remarks, and date discharged, with signature of surgeon attending. Filed alphabetically. (Rarely, official.) 5×8 cards, 3 ft. 10 in., in 2 drawers of steel filing case. Admitting Office (Bldg. A). (1212)

735. PROPERTY VOUCHERS, 1929 - 1936. Receipts for registered mail, vouchers covering items purchased locally, debit property vouchers, correspondence from Washington, purchase authority forms, acknowledgment of requisitions, property invoices and receipts, invoices for supplies, invitation, bid, and acceptance, and statement and certificate of award. Arranged by years. (Frequently, official.) 9×12 covers, 1 ft. 7 in., in drawer of steel filing case. Admitting Room (Bldg. A). (1214)

736. SUPERVISING ARCHITECT REQUISITIONS, 1929 - 1936. Correspondence

and requisitions relative to treatment of trees, pruning and spraying of shrubs, cutting of grass, painting, plastering of buildings, and general upkeep of premises. Filed by years. (Frequently, official.) 9 x 12 folders, 9 in., in drawer of steel cabinet. Admitting Room (Bldg. A). (1199)

737. RECORD OF OUT-PATIENTS, 1929 to date. Name of patient, age, address, class, authority for admission, vessels employed on, clinical notes, diagnosis, date admitted to office, signature of examining surgeon, record of treatments, examinations, and dates. Filed alphabetically by names of patients under dates. (Daily, official.) 5 x 8 cards, 39 ft., in 13 drawers of steel filing cases. Admitting Room (Bldg. A). (1206)

738. RECORDS OF IN-PATIENTS, Dec. 4, 1929 - Aug. 24, 1936. Clinical records, family and personal histories, showing present disease, physical examinations, notes of ward surgeon, nurses' notes, and clinical and laboratory reports. (Frequently, official.) 9 x 12 covers, 80 ft. 6 in., in 41 drawers of steel filing cases. Admitting Room (Bldg. A). (1213)

739. WEEKLY CENSUS REPORT, Jan. 4, 1930 - June 30, 1934. Form 1922B, showing name and location of hospital, date, bed capacity, beds occupied, beds empty, available, and not available, number of medical and dental officers, number of consultants to staff, number of nurses present, number of dieticians, aids, technicians, and administrative assistants, number of all other employees, number of patients treated in hospital, how many of the number were V. B. patients, number of out-patients given relief, number of physical examinations, and remarks, with signature of senior surgeon. Filed weekly. (Rarely, official.) 9 x 12 folders, 2 in., on filing cabinet. Admitting Room (Bldg. A). (1204)

740. ADMITTANCE RECORD, 1931 to date. Daily record of patients treated in hospital, showing register number, name and class of patient, date when admitted and date when discharged. (Daily, official.) 8 x 12 3/4 and 10 x 12 1/2 vols. (5), 2 in., on wooden cabinet. Admitting Room (Bldg. A). (1221)

741. RECORD OF WASSERMAN BLOOD TESTS, July 1, 1931 - June 30, 1932. Name of patient tested, card number, ward number, number of tests taken, date, drugs administered, and initials of person who took test. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 7 in., in card index file. Admitting Room (Bldg. A). (1209)

742. RECORD OF VISITS OF ATTENDING SPECIALISTS, Sept. 1931 - Sept. 1934. Date, name of patient, whether in or out patient, and class. Filed by dates. (Rarely, official.) 5 1/2 x 7 3/4 vol., 1 in., in closed steel cabinet. Damaged by careless handling. Admitting Room (Bldg. A). (1215)

743. PATIENT RECORD, 1932 - 1935. Register number, name, class,

date when admitted, and date discharged. Entered daily. (Daily, official.) 8 x 12 3/4 and 10 x 12 vols. (3), 3 in., on shelf of steel cabinet. Admitting Room (Bldg. A). (1200)

744. DENTAL APPOINTMENTS, 1934. Names of patients, dates, and hours to see dentists. Entered by dates. (Rarely, official.) 5 1/2 x 7 3/4 vol., 1/4 in., on shelf of steel cabinet. Damaged by careless handling. Admitting Room (Bldg. A). (1216)

745. OUT-PATIENT RECORD, Jan. 1934 - June 30, 1936. Name, date, where employed, period of service, signature of employer, patient's signature, nativity, age, height, general description, total time of service on U. S. vessels, and patients who came to hospital for treatment and have been dismissed. Filed alphabetically by patients under months. (Frequently, official.) 8 x 10 cards, 7 ft., in drawer of wooden and steel filing case. Admitting Room (Bldg. A). (1196)

746. CIVIL SERVICE EXAMINATIONS, 1934 to date. Certificates of medical examinations, showing patient's name, address, sex, date of birth, in what department employed, examination date, where to be employed, finger-prints, height, weight, general description, injuries, and complete check of physical disabilities, with signature of assistant surgeon. Filed alphabetically by names of patients. (Rarely, official.) 8 x 11 sheets, 1 ft. 3 in., in drawer of steel and wooden filing case. Admitting Room (Bldg. A). (1208)

747. MISCELLANEOUS EXAMINATIONS, 1934 to date. Certificates, showing patient's name, address, sex, date of birth, in what department employed, examination date, when to be employed, finger-prints, height, weight, general description, injuries, and complete check of physical disabilities, with signature of assistant surgeon. Filed alphabetically. (Rarely, official.) 8 x 11 sheets, 3 in., in drawer of steel and wooden filing case. Admitting Room (Bldg. A). (1207)

748. CCC REQUESTS FOR HOSPITALIZATION, 1935. Camp number, location of camp, date of request, name of patient making request, serial number, company number, diagnosis, remarks, and name and rank of camp surgeon. (Rarely, official.) 9 x 12 envelopes, 2 in., on filing cabinet. Admitting Room (Bldg. A). (1211)

749. MEDICAL ABSTRACTS PENDING, July 1, 1935 - June 30, 1936. Correspondence and telegrams concerning admittance or treatment. Filed alphabetically. (Daily, official.) 9 x 12 sheets, 3 in., in drawer of steel filing case. Admitting Office (Bldg. A). (1220)

750. REJECTED PATIENT FILE, July 1, 1935 - June 30, 1936. Correspondence, clinical records, requests for treatment or hospitalization by sick employees, except seamen, masters' certificates of sick or injured seamen, and certificates of medical examinations under executive orders of June 18, 1923, on rejected patients. Filed alphabetically. (Daily, official.) 9 1/2 x 12 sheets, 3 in., in drawer of steel filing cabinet. Admitting Room (Bldg. A). (1201)

751. RECORD OF OUT-PATIENTS, 1936. Name, date, where employed, period of service, signature of employer, patient's signature, nativity, age, height, general description, and total time served on vessels. Filed alphabetically by names of patients. (Daily, official.) 8 x 10 cards, 2 ft. 5 in., in drawer of steel and wooden filing case. Admitting Room (Bldg. A). (1222)

752. DIAGNOSIS RECORD, n. d. Patient's name, hospital or place for examination or treatment, permanent address of patient, registration number, and remarks. Filed alphabetically by name of disease. Index. (Daily, official.) 3 x 5 cards, 7 ft. 6 in., in drawer of steel and wooden card cabinet. Admitting Room (Bldg. A). (1197)

753. OPERATION RECORD, n. d. Patient's name, hospital or place of examination or treatment, permanent address of patient, registration number, and remarks. Filed alphabetically by types of operations. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer of wooden and steel card cabinet. Admitting Room (Bldg. A). (1198)

754. RECORD OF IN-PATIENTS, n. d. Name of hospital or place for examination or treatment, permanent address of patient, registration number, and remarks. Filed alphabetically by names of patients. (Daily, official.) 3 x 5 cards, 1 ft. 3 in., in drawer of steel and wooden card cabinet. Admitting Room (Bldg. A). (1210)

755. REGISTRATION RECORD, n. d. Name of hospital or place for examination or treatment, permanent address of patient, registration number, and remarks. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft. 10 in., in 2 drawers of wooden and steel card cabinet. Admitting Room (Bldg. A). (1195)

Dental Department

756. DENTAL CLINIC OPERATIVE RECORD, 1935 - 1936. Name of patient, register number, date, class, general oral condition, dental diagnosis, and treatment rendered, with signature of examining officer. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 225 (Bldg. B). (1249)

757. OUT-PATIENT OFFICE, DENTAL EXAMINATIONS, July - Sept. 1936. Record of name, address, class of beneficiary of patient, name of vessel, and remarks as to treatment, with record of treatment and examination. Filed alphabetically. (Frequently, official.) 5 x 8 sheets, 2 in., in drawer of steel filing case. R. 225 (Bldg. B). (1248)

Dietician

758. DIETICIAN'S REPORT, Feb. 28, 1927 - June 30, 1936. Date report is submitted and for what period, number of rations served, total amount of same and per capita cost, waste, general equipment needed, help, diets, number of regular, light, liquid and special

messes, number of persons served each meal, including officers, nurses, patients and employees, and quality and variety of food, with signature of chief dietician. Filed by years. (Occasionally, official.) 9 x 12 folders, 1 in., on window sill. R. 101 (Bldg. B). (1237)

759. GROCERY RECORD, 1929 - 1930. Daily itemized statement of amount of vegetables, fruits, milk, eggs, and cereals used. Entered by dates. (Rarely, official.) 8 x 10 $\frac{1}{2}$ vol., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1296)

760. BILL BOOK, 1934 to date. Record of purchases of foodstuffs showing amounts and price paid for groceries, produce, milk, meats, bread, ice, fish, fruits, vegetables, and ice cream. Arranged by months. (Frequently, official.) 8 $\frac{1}{2}$ x 10 $\frac{1}{2}$ and 10 $\frac{1}{2}$ x 16 vols. (7), 7 in., on desk and window sill. R. 101 (Bldg. B). (1243)

761. INVITATION, BID, AND ACCEPTANCE, 1934 to date. Form 33, showing item number, articles or services required, quantity, unit, unit price, amount in dollars and cents, signature and address of bidder, signature and title of person authorized to sign bid, date accepted by government, and name or title of person accepting. (Frequently, official.) 8 x 10 $\frac{1}{2}$ sheets, 6 in., on window sill and desk. R. 101 (Bldg. B). (1238)

762. GUEST BOOK, Nov. 1934 to date. Record of meals served to guests of officials and friends and relations of employees and patients. (Frequently, official.) 5 x 8 vol., 1 in., on desk. R. 101 (Bldg. B). (1240)

763. DAILY TIME RECORD, Dec. 1935 to date. Record of time worked by nurses, internes, kitchen help, and others, by days and months; and record of rations for night nurses. (Frequently, official.) 8 $\frac{1}{2}$ x 10 $\frac{1}{2}$ vol., 1 in., on desk. R. 101 (Bldg. B). (1241)

764. MENUS FOR PATIENTS AND PERSONNEL, Dec. 1935 to date. Daily and monthly menus, showing breakfast, dinner, and supper for patients and personnel. Filed by dates. (Daily, official.) 9 x 12 folders, 2 in., in desk drawer. R. 101 (Bldg. B). (1236)

765. MESS ACCOUNT, Feb. 9, 1936 to date. Daily record of mess costs, showing number of rations due each day, total number of rations due to date, amount due for each ration, amount due for rations each day, total amount due for rations to date, amount of expenditures each day, total amount of expenditures to date, and standing of mess. Entered daily and arranged by months. (Daily, official.) 5 x 8 vol., 1 in., on desk. R. 101 (Bldg. B). (1239)

766. BILLS AND INVOICES, Sept. 1936. For groceries, meats, vegetables, fruit, ice, bread, and milk. Filed alphabetically. (Daily, official.) 11 $\frac{1}{2}$ x 15 box file, 3 in., on window sill. R. 101 (Bldg. B). (1242)

Pharmacy Department

767. NARCOTIC AND WHISKEY RECORD, Dec. 1930 - 1934. Date, hour of day given, name of patient, nurse, doctor, amount, kind of narcotic, and amount remaining on hand. Filed by dates. (Rarely, official.) 5 x 8 and 8 x 10 $\frac{1}{2}$ vols., 1 in., on floor. Dirty. Attic Supply and Storage Room (Bldg. B). (1298)

768. ORDINARY PRESCRIPTIONS, 1931 to date. For medicines and drugs other than narcotics, showing station, date, department of ward prescription is for, article, amount wanted, and number, with signature of surgeon issuing prescription. Filed by dates. (Older records, rarely; current ones, frequently, official.) 4 $\frac{1}{2}$ x 5 slips, 3 ft. 6 in., in 2 drawers of steel and wooden filing case, in Columbia file, and in pasteboard box. R. 102 (Bldg. B). (1244)

769. NARCOTIC PRESCRIPTIONS, July 1, 1932 - June 30, 1936. Station or department, date, article desired in grams or mills, and number, with signature of surgeon issuing prescription. Filed by dates. (Older records, rarely; recent ones, frequently, official.) 4 $\frac{1}{2}$ x 5 sheets, 1 ft. 2 in., in 2 pasteboard box files and 2 Columbia files. R. 102 (Bldg. B). (1245)

770. WINE AND WHISKEY PRESCRIPTIONS, 1936. Station, date, department or ward prescription is for, article desired, amount, and number, with signature of surgeon issuing prescription. Filed by dates. (Occasionally, official.) 4 $\frac{1}{2}$ x 5 slips, 2 in., in drawer of drug cabinet. R. 102 (Bldg. B). (1247)

771. RECORD OF DRUGS AND MEDICINE RECEIVED AND EXPENDED, May 1936 to date. Showing articles received in pharmacy, and price of same, and all amounts expended and turned over to cash accountant. (Daily, official.) 3 $\frac{3}{4}$ x 5 $\frac{1}{2}$ file and 5 $\frac{1}{4}$ x 8 $\frac{1}{4}$ vol., 4 in., on table. R. 102 (Bldg. B). (1246)

X-Ray Laboratory

772. X-RAY FILMS, 1927 - 1931; Sept. 24, 1935 to date. Films of broken bones and other parts of anatomy of various patients, showing name and clinical number on each pocket. Filed numerically by clinical numbers 2627 - 8740. (Older records, rarely; later ones, frequently, official.) 14 x 17 pockets, 18 ft., on floor and in 8 drawers of steel filing cases. Dirty. Attic Supply and Storage Room and R. 210 (Bldg. B). (1297, 1250)

SECRET SERVICE DIVISION

MEMPHIS

OFFICE OF OPERATIVE IN CHARGE
Federal Bldg., Front St. and Madison Ave.

This agency was established in 1882. It was housed in the Sterick Building, Third and Madison Avenues, before moving to its present address. All records are retained. Daily and special reports are sent to Washington.

773. MISCELLANEOUS RECORDS, 1901 - 1925. Investigations, photos and finger-prints of criminals tried in U. S. District Court, general correspondence, and photos of criminals 1-800. (Rarely, official.) 8 x 11 and 11 x 15 vol., envelopes, and bundles, 16 ft., in 2 drawers and 2 lockers of wooden filing cases. Damaged by careless handling, brittle. R. 354A. (278)

774. DAILY REPORT OF COUNTERFEITING INVESTIGATIONS, 1904 - 1909. Indexed. (Rarely, official.) Various sized vols. (31), 2 ft. 9 in., on open wooden shelf. Damaged by careless handling, dirty. R. C, attic. (276)

775. CORRESPONDENCE ON CLOSED CASES AND CASES PENDING, July 1924 to date. Also exhibits, consisting of plaster paris models or moulds and metal plates. 3 x 5 card index, 3 ft. 6 in. (Frequently, official.) 10 x 15 pockets and folders, 32 ft., in 32 drawers of wooden and steel filing cases and in 8 drawers of card cabinets. Dirty. R. 356. (277)

NASHVILLE

OFFICE OF OPERATIVE IN CHARGE
Custom House, Eighth Ave. and Broad St.

This agency was established in 1928, at its present location. All records have been retained.

776. DAILY REPORT, 1928 - 1936. Arranged by dates. Index. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 202. (1162)

777. WARNINGS OF PASSERS, 1928 - 1936. Correspondence, telegrams,

or photographic warnings of passers or information sent from one district to another. Index. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of metal filing case. R. 202. (1163)

778. GENERAL CORRESPONDENCE RECEIVED AND SENT, 1929. Telegrams and correspondence with other offices. Arranged alphabetically. Index. (Frequently, official.) 9 x 12 folders and envelopes, 1 ft., in 2 drawers of steel filing case. R. 202. (1164)

779. CASES CLOSED, 1929 - 1936. Forms, correspondence, telegrams, photographs, and counterfeit money. Filed numerically 1 - 400. Index. (Frequently, official.) 9 x 12 folders and envelopes, 2 ft. 6 in., in 2 drawers of steel filing case. R. 202. (1160)

780. LOST BONDS AND TREASURY NOTES, 1930 - 1936. Forms, correspondence, and information relative to instructions and master lists of bonds from the Department. Index. (Frequently, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 202. (1166)

781. WANTED NOTICES FROM OTHER DEPARTMENTS, 1931 - 1936. Forms and correspondence relative to criminals and description of same who are wanted by other departments, with finger-print records. Index. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 202. (1167)

782. CASES PENDING, 1933 - 1936. Forms, correspondence, counterfeit money, and photographs, cases that are ready for trial where an indictment has been drawn, and cases ready to be presented to grand jury for indictment. Arranged alphabetically. Index. (Frequently, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 202. (1161)

783. CASES TO BE INVESTIGATED, 1934 - 1936. Forms, correspondence, telegrams, photographs, counterfeit money, tips, and leads. Filed alphabetically. Index. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 202. (1159)

784. AUTOMOBILES, 1936. Forms and correspondence, relative to repairs, upkeep, and fuel used by cars. Index. (Frequently, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 202. (1168)

785. MONTHLY REPORT OF HOURS OF PERSONNEL, 1936. Forms, telegrams, and correspondence. Arranged alphabetically. Index. (Frequently, official.) 9 x 14 sheets, 2 in., in drawer of steel filing case. R. 202. (1165)

