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INVENTORY OF FEDERAL ARCHIVES
IN THE STATES

SERIES III
DEPARTMENT OF THE TREASURY
NUMBER 14 IOWA

HISTORICAL RECORDS SURVEY
1938

I O W A
C R A F T
P R O J E C T

Des Moines, Iowa
Works Progress
Administration



WALDEN
MEMORANDUM

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives
Division of Women's and Professional Projects
Works Progress Administration

The National Archives
Cooperating Sponsor



SERIES III. DEPARTMENT OF THE TREASURY

NO. 14. IOWA

GOVERNMENT PUBLICATIONS

UNIVERSITY OF KENTUCKY
LIBRARIES

Des Moines, Iowa
The Historical Records Survey
1938

The Historical Records Survey

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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, and has been continued since that date as a unit of the Historical Records Survey, also operating as a nation-wide project of the Works Progress Administration, and a group of state or local projects of that Administration.

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 Iowa the work of the Survey was under the direction of Mr. Francis E. Fitzgerald, regional director for Iowa, Kansas, and Nebraska, with Mr. E. H. Seibel as state supervisor in Iowa, from its inception until December 6, 1936. From that time until June 30, 1937 Professor James L. Sellers directed the project and Mr. Seibel served as state supervisor until August, 1936 at which time he was succeeded by Mr. E. J. Kelly. From May 1, 1937 until June 30, 1937 Mr. Claude H. Brown acted as state supervisor of the project. This inventory of the records of the Department of the Treasury in Iowa was prepared in the Omaha, Nebraska office of the Survey under the direction of Mr. James B. Ritchie, Project Clerk, and was edited before final typing by Dr. Erik Achorn of the Washington office. It is reproduced in mimeographed form through the facilities of the Historical Records Survey.

Lincoln, Nebraska
August 25, 1938

Joseph C. Knibbs, State Supervisor
Survey of Federal Archives in Nebraska

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OFFICE OF COMMISSIONER OF ACCOUNTS AND DEPOSITS

OFFICE OF COMMISSIONER OF ACCOUNTS AND DEPOSITS

DES MOINES

STATE ACCOUNTS OFFICE

(Not surveyed)

STATE DISBURSING OFFICE

Royal Union Life Bldg., 7th and Grand Ave.

This office was established July 1, 1935. Quarters were secured in the present location. The jurisdiction of this office covers Iowa only. There has been no administrative change. All records are filed, awaiting instructions from Washington, D. C., as to their disposal.

1. CORRESPONDENCE, July 1935 to date. With the central office and all government agencies for which payments are made. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 10 ft., in 5 metal filing case drawers. E. room, 7th floor. (1304)
2. RESETTLEMENT LOANS, VOUCHERS, July 1, 1935 to date. Forms RAFL and 5-A. Filed alphabetically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 8 ft., in 4 steel filing case drawers. R. 500, vault. (1315)
3. PAID TRUCK VOUCHERS, RETIRED, July 1, 1935 to date. Form 1034-A, for truck expenses of WPA. Filed alphabetically. $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 8 ft., in 4 steel filing case drawers. R. 500, vault. (1316)
4. PAID TRAVEL VOUCHERS, July 1, 1935 to date. For WPA travel expenses. Filed alphabetically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 4 ft., in 2 steel filing case drawers. R. 500, vault. (1317)
5. LIQUIDATED COMMITMENTS, WPA, RETIRED, July 1, 1935 to date. Complete information regarding WPA projects; also Form 1064, schedules of disbursements. Filed numerically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 36 ft., in 18 covered pasteboard transfer cases on steel filing cabinet. R. 500, vault. (1318)
6. SYMBOLS OF MISCELLANEOUS DEPARTMENTS FOR APPROPRIATIONS, July 1, 1935 to date. All payrolls and encumbrances; also requisitions for purchases. Filed numerically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ vols., 55 ft., in 28 steel filing case drawers. R. 500, vault. (1319)

7. APPROPRIATION SYMBOLS FOR WPA, July 1, 1935 to date. Form A-6, covering all payrolls, encumbrances, and requisitions for purchases. Arranged numerically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 15 ft., in 8 steel filing case drawers. R. 500. (1320)

8. TABULATING MACHINE CARDS, RETIRED, July 15, 1935 to date. Limitation balances, payroll routing cards, appropriation allocations, daily summary cards, ten-day allotments, and balance forward cards. Arranged by subject. (Daily, official.) 4 x $8\frac{1}{4}$ cards, 88 ft. 4 in., in 45 steel filing case drawers. R. 500. (1321)

9. PUBLIC VOUCHERS, July 1, 1935 to date, Form 1034-A, for services other than personal. Filed alphabetically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 16 ft., in 8 steel filing case drawers. R. 500, vault. (1313)

10. CHECK COPIES, July 1935 to date. Triplicate copy of all checks issued. Arranged numerically. (Daily, official.) $8\frac{1}{2}$ x $16\frac{1}{2}$ loose leaf books, 34 ft., on shelves in steel vault. E. room, 7th floor. (1300)

11. SCHEDULE OF DISBURSEMENTS, July 1935. List of vouchers paid. Arranged numerically and chronologically. (Semi-weekly, official.) $8\frac{1}{2}$ x 11 loose leaf books, 12 ft., in 6 filing case drawers in vault. E. room, 7th floor. (1302)

12. ACCOUNT CURRENT, July 1935 to date. Record of all payments and receipts. Filed chronologically. (Daily, official.) 11 x 16 loose leaf books, 1 in., kept on shelf in vault. E. room, 7th floor. (1303)

13. BANK STATEMENTS, July 1935 to date. From the Federal Reserve Bank, showing the debits and credits of accounts. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x $16\frac{1}{2}$ loose leaf books, 1 ft., on open shelf in vault. E. room, 7th floor. (1305)

14. MISCELLANEOUS VOUCHERS, RETIRED, July 1, 1935 to date. Daily summary of vouchers, encumbrances, trust funds, journal vouchers, encumbrance vouchers, and daily summary of allotments. Filed alphabetically. (Daily, official.) $11\frac{1}{2}$ x 17 loose leaf books (8), 3 ft. 3 in., on open wooden shelf. R. 500, vault. (1194)

15. MISCELLANEOUS VOUCHERS, July 1, 1935 to date. Daily summary of vouchers, encumbrances, trust funds, journal vouchers, encumbrance vouchers; daily summary of allotments; daily report of allotment balances for June 1936; and old allotments of WPA projects. Filed alphabetically. (Daily, official.) $11\frac{1}{2}$ x 17 loose leaf books (13), 3 ft. 4 in., on open wooden shelf. R. 500, vault. (1195)

16. ABSTRACT OF ALLOTMENT LEDGER SHEETS FOR WORK PROJECTS, July 1, 1935 to date. WPA abstract of allotment ledger sheets, one folder for each official project. Filed alphabetically. (Daily, official.) $11\frac{1}{2}$ x $16\frac{1}{2}$ folders, 18 ft., in 9 wooden boxes. R. 500. (1196)

17. MISCELLANEOUS FILE, July 1, 1935 to date. Forms A-4 and D-53, for expenses, purchases, and travel, with payroll routing slips, giving amount liquidated. Filed alphabetically. (Daily, official.) 4 x 9 $\frac{1}{2}$ folders, 33 ft. 10 in., in 28 wooden filing case drawers. R. 500, vault. (1197)

18. TABULATING MACHINE CARDS OF WPA RECORDS, July 15, 1935 to date. Of paid encumbrances and vouchers, unliquidated encumbrances still outstanding, permanent file for authorization, allotments, authorization ledger file, resettlement loans, official projects, descriptions, President's letter file, objective class summaries, telegraphic reports, type of work summaries, and daily allotment balances. Arranged by subject. (Daily, official.) 4 $\frac{1}{4}$ x 8 $\frac{1}{2}$ cards, 112 ft. 1 in., in 80 steel filing case drawers. R. 500. (734)

19. BULLETINS, July 1935 to date. Also pamphlets, issued for instruction. Arranged numerically and subjectively. (Daily, official.) 8 $\frac{1}{2}$ x 11 folders and loose leaf books, 3 ft. 2 in., in metal filing case drawer. E. room, 7th floor. (1301)

OFFICE OF THE COMPTROLLER OF THE CURRENCY

OFFICE OF THE COMPTROLLER OF THE CURRENCY

DES MOINES

OFFICE OF NATIONAL BANK EXAMINER
United States Court House 101 E. Walnut St.

This office was established in 1929. Quarters were secured in the present location. There has been no administrative change. The jurisdiction of this office covers the State of Iowa only. Copies of examination reports are sent to the National Bank Examiner for the seventh Federal Reserve District, Chicago, Illinois, and to Washington, D. C., semi-yearly. Copies are filed.

20. CORRESPONDENCE, 1930 to date. (Rarely, official.) 9 x 12 sheets, 2 ft. 3 in., in wooden filing case drawer. R. 309. (1190)

21. REPORTS, 1935 to date. On examinations of national banks, with supporting information, such as adding machine lists, proof of accounts and ledger accounts, arranged by name of bank; part of the papers which support the examiner's report are filed in a separate system and reported in serial number 239. (Weekly, official.) 6 x 10 envelopes, $9\frac{1}{2}$ x $14\frac{1}{2}$ folders, 2 ft. 3 in., in 3 wooden filing case drawers. R. 309. (238)

22. REPORT, LOANS, 1935 to date. On loans made by banks. (Weekly, official.) 6 x 10 bundles, 3 ft. 5 in., in 4 wooden filing case drawers. R. 309. (237, 239)

23. RECORD OF CLOSED BANKS, 1930 to date. Name, city, address of bank, state in which bank is located, date it closed, reason for closing, and amount of money on hand when bank was closed. (Rarely, official.) $9\frac{1}{2}$ x $14\frac{1}{2}$ folders, 3 ft. 2 in., in wooden filing case drawer. R. 309. (1191)

24. REPORTS, 1935 to date. On examinations of banks under the Federal Reserve System. (Originals sent to Washington). Filed alphabetically. (Weekly, official.) $9\frac{1}{2}$ x $14\frac{1}{2}$ folders, 1 ft. 9 in., in wooden filing case drawer. R. 309. (1192)

25. REPORT FILE FOUNDATION, 1936 to date. Adding machine lists, proof of accounts, and ledgers, containing the basic information upon which serial report 1192 is made. (Rarely, official.) 5 x 11 envelopes, 1 ft. 8 in., in wooden filing case drawer. R. 309. (236)

BUREAU OF CUSTOMS

BUREAU OF CUSTOMS

5

DES MOINES

OFFICE OF COLLECTOR
Court House, 101 E. Walnut St.

This office was established in 1892. Quarters were first secured in the Old Federal Building, Fifth and Court Ave. In 1929 the agency moved to the present location. The jurisdiction includes Iowa only. There has been no administrative change. Daily, weekly, and monthly reports are sent to Washington, D. C. In addition to the collection of duties and the examining and the appraising of all imports clearing in this district, this office has charge of matters pertaining to navigation on the Missouri and Mississippi Rivers bordering Iowa, such as measuring and licensing of all large river craft. Some Burlington, Dubuque, and Sioux City records are stored in this office.

26. INDEX OF REGISTERS, ENROLLMENTS, AND LICENSES UNDER TWENTY TONS, 1913 - 1920. Name of vessel, tonnage, enrollment and license, indorsements of renewal, and when, where, and why surrendered. (Never.) 8 x 14 vols. (2), 4 in., on steel cabinet in vault. Bindings broken. R. 108. (1443)

27. CERTIFICATES OF ENROLLMENT, LICENSES, AND BILLS OF SALE OF VESSELS LESS THAN TWENTY TONS AND OVER TWENTY TONS, COPIES, 1871 - 1913. Measurements, tonnage, where built, kind of construction, number of decks, and date of building; also indorsements of change of masters. All records previous to 1895 originated in Burlington, Iowa. Index. vol. (Never.) 11½ x 16 vols. (20), 2 ft., on wooden shelf. R. 108, basement. (1597)

28. CASH BOOK, 1872 - 1905. Form 399, complete financial record of collections and disbursements. (Never.) 14 x 17 vols., 2 in., on wooden shelf. R. 108, basement. (1294)

29. RECORD OF MONEY RECEIVED AND DEPOSITED, 1872 - June 29, 1909. Date of collection, amounts collected on duties, imports, fines, total receipts, date of deposits and amounts, number of certificates of deposits, and with whom deposited. (Never.) 11½ x 18 vols. (30), 5 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (1406, 689)

30. MASTERS' OATHS TO LOSS OF DOCUMENTS, 1873 - 1914. Sworn statements before notary. (Never.) 9½ x 14½ vol., 2 in., in wooden cabinet. R. 109. (64)

31. ENROLLMENT BONDS AND OATHS OF OWNERSHIP OF VESSELS, May 18, 1875 - Mar. 20, 1886. Sworn statements of ownership and owner's and master's oaths to not sell or lease vessel to foreigners or use vessel for foreign voyage or whale or other fisheries without being duly licensed. (Never.) 10 x 15 vols. (2), 2 in., on wooden shelf. Bindings broken. R. 108, basement. (1405)

32. RECORD OF STEAM VESSELS INSPECTED AND CERTIFICATES OF INSPECTION RECEIVED AND ISSUED, 1875 - 1914. Name of vessel, tonnage, fees, dates of inspection, issue of, receipt of, and expiration of certificate, and remarks. (Rarely, official.) 9 x 13 $\frac{1}{2}$ vol., 2 in., in wooden cabinet. R. 109. (61)

33. REGISTER OF PERMITS FOR OUT PATIENTS AND RECORD OF REPORT ON HOSPITAL DUES, 1881 - 1912. Form 7, permits to enter hospital, giving date, name, age, nativity of patient, statement from patient showing previous relief, when and where received, for what disease or injury, home port, and name of vessel patient is from. Records previous to 1895 originated in Burlington, Iowa. (Never.) 11 x 16 vols. (2), 5 in., on wooden shelf. R. 108, basement. (111)

34. RECORD OF (CONSOLIDATED) ACCOUNT CURRENT, 1888 - 1893; Jan. 1, 1904 - Feb. 28, 1919. Including Cats. 1000 and 1009; debits, credits, special deposit account, and statement of balance at close of business on the last day of this account; also schedule of deposits charged in this account, with name of firm making deposit. (Never.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ and 10 $\frac{1}{2}$ x 17 vols. (3), 4 in., on wooden shelf. Some bindings broken. R. 108, basement. (2212, 690, 691)

35. RECORD OF CHANGE OF MASTERS, Jan. 1890 - June 1913; 1914 - 1921. Form 1423-A, giving date and kind of document, number, where granted, type and name of vessel, late master, present master, when endorsed, and remarks. (Never.) 12 x 18 vols. (2), 3 in., on shelf and in wooden cabinet. Rs. 108, basement, and 109. (725, 1407)

36. RECORD OF SEALED CARS, Mar. 28 - Apr. 11, 1891. Form 308, showing time inspected, number of car, railroad owning car, and road car is being shipped over. (Never.) 11 x 16 vol., 2 in., on wooden shelf. R. 108, basement. (1598)

37. RECORD OF SERVICES CHARGEABLE TO THE U. S., Jan 6, 1891 - Oct. 16, 1911. Date, vessel, for whom rendered, nature of service, number of fee, and amounts under Act of June 19, 1886, and under Act of June 10, 1890. (Never.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ vol., 1 in., on wooden shelf. R. 108, basement. (693)

38. RECORD OF UNCLAIMED MERCHANDISE IN GENERAL ORDER STORES, DISTRICT OF NEW ORLEANS, Nov. 1, 1892 - Dec. 31, 1898; July 28, 1902 - Dec. 4, 1902; Aug. 21, 1911. Marks and numbers, description of packages, date of importation, vessel, where from, quantity and value of goods, consignee, disposition of shipments of unclaimed dutiable merchandise, and rate of duty. (Never.) 10 $\frac{1}{2}$ x 15 $\frac{1}{2}$ and 9 x 11 $\frac{3}{4}$ vols. (2), 2 in., on wooden shelf. Damaged by vermin, bindings broken. R. 101, basement. (275)

39. RECORD OF MONEY RECEIVED AND PAID OUT, 1892 - 1912. Record of income, source derived, and purpose of expenditure. (Never.) $8\frac{1}{2}$ x 14 vols. (3), 3 in., on shelf. R. 108, basement. (1600, 1602)

40. DAILY RECORD OF MONEY RECEIVED FROM ALL SOURCES, 1892 - 1913. Record of navigation fees, fines, penalties and forfeitures, tonnage taxes, and head tax from alien passengers, indicating total duties, imports and total, date, from whom collected, stub receipts and entry numbers, duties (immediate consumption warehouse withdrawals, total duty, storage, labor, and cartage), customs fines, services (inspectors, officers, and vessels on overtime), customs fees, and cording and sealing. (Rarely, official.) $8\frac{1}{2}$ x 12 and $8\frac{1}{2}$ x 14 vols. (2), 3 in., on wooden shelves. R. 108, basement. (1491)

41. RECORD OF ENTRIES AND LIQUIDATION, Sept 20, 1892 - Dec. 1914. Cats. 655 and 5059: name of vessel, whence arrived, date of arrival, importer, date of entry, estimated duty, liquidated duty, date of liquidation, and date paid. (Never.) $11\frac{3}{4}$ x $15\frac{3}{4}$ (1) and 10 x 12 vols. (2), 4 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (685)

42. RECORD OF ACCOUNT CURRENT, 1892 - 1899; 1911 - 1917. Cat. 1000, record of cash collections and disbursements listed on Form 4941. (Never.) $10\frac{1}{2}$ x 16 vols. (5), 3 in., on wooden shelf. R. 108, basement. (460, 345, 118)

43. REGISTER AND SCHEDULE OF MERCHANDISE IMPORTED AT OTHER PORTS AND RECEIVED UNDER IMMEDIATE TRANSPORTATION REGULATIONS WITHOUT APPRAISEMENT, 1892 - Jan. 1919. Appraisement number, date of entry, port of first arrival, bonded carrier, delivering line, character of merchandise, depot at which merchandise arrived, number of packages received, and date of arrival. (Rarely, official.) Various sized vols. (6), 6 in., on open wooden shelves. R. 108, basement. (279, 1489)

44. DAILY RECORD AND SCHEDULE OF DISBURSEMENTS, Dec. 31, 1892 - Dec. 22, 1898; 1922 - 1933. Name of person to whom payment was made and for what purpose; for expense of collection revenue from customs and miscellaneous expenses; and lists of paid vouchers. (Never.) 8 x 14 vol. and clipped sheets, 4 in., on wooden shelf and in metal cabinet in vault. R. 108, basement. (273, 1579)

45. RECORD OF FINES, FEES, AND SEIZURES, July 1896 - Dec. 1923. Form 1023. (Never.) $8\frac{1}{2}$ x $13\frac{1}{2}$ vol., 1 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (20)

46. IMPORT RECORD, 1899 - 1906. Date, entry number, importer, vessel, where from, marks, numbers, description of goods, quantity, value of free goods, value of goods paying duties, rate of duties, total duties, and remarks. (Never.) 10 x 15 loose forms, 1 in., on wooden shelf. Damaged by vermin, binding and cover are completely gone. R. 108, basement. (136)

47. ENTRIES FOR WAREHOUSING, Dec. 1900 - Dec. 1914. Form 413, showing bond number, date of import and entry, vessel, where from, warehouse, marks, numbers, merchandise, quantity, rate of duty, dutiable value of each package, total value, duty, by whom withdrawn, date, quantity, value, and duty payment made. (Never.) 10 x 15 vol., 1 in., on wooden shelf. Damaged by vermin, binding broken. R. 108, basement. (684)

48. BILLS OF SALE, COPIES, 1901 - 1910. Executed at different ports, for vessels sold to someone operating out of a port in this district. (Never.) 10 x 18 vol., 2 in., on cabinet in vault. R. 108. (1577)

49. LICENSES OF ENROLLED VESSELS, COPIES, June 13, 1902 - Mar. 18, 1911. Catalog 541; official number of vessel, name, description, employment, and where enrolled. (Occasionally, official.) 8 x 14 vol., 2 in., on steel cabinet in vault. R. 108. (62)

50. BONDS FOR EXAMINATION OF TEA, 1902 - 1903; 1912 - 1915. Binding consignee to payment of duty on tea. (Never.) $8\frac{1}{2}$ x $13\frac{1}{2}$ vols. (2), 2 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (1599)

51. CANCELLATION OF BONDS, ARTICLE 1321, C. R. 1908, 1903 - 1909. For bonds to produce verified invoice; if the party bonded, within six months from date of bond, produces a duly authenticated invoice of goods in question and pays the duty to which by said invoice the goods are subject, this bond becomes void. (Seldom, official.) $8\frac{1}{2}$ x $11\frac{1}{2}$ vol., 1 in., on shelf. Bindings broken. R. 108, basement. (692)

52. RECORD OF EXPORTATIONS WITH BENEFIT OF DRAWBACK, May 15, 1903 - July 27, 1911. Name of importer, name of vessel, port of importation and date, where from, certificate number and certificate of importation, marks, numbers, description of merchandise, quantity, value, rate of duty, date of export entry and number, exporter, and total of duty items. (Rarely, official.) 10 x 14 vol., 1 in., on shelf. Bindings broken. R. 108, basement. (29)

53. DAILY REGISTER, 1903 - 1913. Name of person by whom merchandise was entered, consignee, date received at port of destination, foreign port, boat, bonded carrier, date of entry at port of first arrival, port of first arrival, date bonded or duty paid, invoice value, and estimated duty. (Never.) 10 x 22 vol., 2 in., on steel filing case. Brittle, dirty. R. 109 B. (276)

54. BONDS FOR EXPORTATION OF MANUFACTURED ARTICLES WITH BENEFIT OF WITHDRAWAL, July 30, 1903 - May 5, 1915. Name of customs house, port, surety bond, sureties, marks and numbers, number and description of articles, quantity, value, and entry number, with affidavits and correspondence. (Rarely, official.) $8\frac{1}{2}$ x $13\frac{1}{2}$ vol., 1 in., on open shelf. Bindings broken. R. 108, basement. (28)

55. RECORD OF ENTRIES FOR DRAWBACK, 1903 - 1917. Record of internal revenue tax on medicinal preparations; also applications for drugs, indicating name of exporter. (Never.) 14 x 17 vol., 1 in., on wooden shelf. R. 108, basement. (1175)

56. DAILY RECORD OF MONEY RECEIVED FROM ALL SOURCES, Dec. 1904 - June 1908. Form 388-C, showing date, from whom or what source collected, number of receipt stub, vessel, duties, tonnage tax, storage, fines, penalties, and forfeitures, foreign entrances and clearances, and fees. (Rarely, official.) 8 x 10 vol., 1 in., on wooden shelf. R. 108, basement. (1604)

57. BONDS NOT TO IMPORT WORKS OF ART FOR DISPLAY PURPOSES, 1905 - 1907. Cat. 747 $\frac{1}{2}$. (Never.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ vol., 1 in., on shelf. Bindings broken. R. 108, basement. (57)

58. RECORD OF ALL SEIZURES, FINES, PENALTIES, AND FORFEITURES, Apr. 14, 1905 - 1934. Name of offender, vessel, nationality, rig, signing officer, offense, penalty, act and section violated, disposition, etc. (Rarely, official.) Various sized vols. (3), and loose leaf book, 9 in., on wooden shelf and in steel cabinet. Bindings broken. Rs. 108, basement, and 109. (1605, 293, 417)

59. RECORD OF IMPORTATIONS THROUGH THE MAIL, Apr. 16, 1906 - May 1, 1913. Form 636, giving serial number, post office to which dispatched for collection, amount of duty, amount of fine, date forwarded for collection, date of return, and remarks; record abolished on last date. (Rarely, official.) 8 $\frac{1}{2}$ x 11 vol., 1 in., on wooden shelf. R. 108, basement. (1603)

60. IMPOST BOOK, 1907 - 1908. Amount of duty and importer. (Never.) 10 x 16 vol., 1 in., on wooden shelf. R. 108, basement. (461)

61. RECORD OF ACCOUNT CURRENT, 1907 - 1913. Cash book of collections and disbursements. (Never.) 10 $\frac{1}{2}$ x 16 vols. (2), 2 in., on shelves. R. 108, basement. (1359)

62. ACCOUNT CURRENT, 1907 - 1911; 1917 - 1919. Debits, credits, expenses, debentures and drawbacks, repayment of importers, receipts for merchandise, fines, penalties, forfeitures, services of officers, storage, labor and drayage, customs fees, total, abstract of collectors' or surveyors' compensation, and deposits. (Rarely, official.) 9 $\frac{1}{2}$ x 12 and 11 x 16 vols. (2), 2 in., on wooden shelf. R. 108, basement. (695)

63. REPORTS, PAY VOUCHERS, AND SCHEDULE OF PAYROLLS, 1907 - 1908; 1923 - 1928. Show Insurance compensation paid, Collector, deputy, assistant, and clerk, estimates, vouchers current account, statutory bonds, export custom, change of personnel, invoices, refunds, records of time, penalties, records of additional duties imposed and schedule of consumptions; also quarterly report of years 1907 - 1908, consisting of abstracts, statements, change of masters, reports and estimates, and transfers from the Burlington office. (Rarely, official.) 8 $\frac{1}{2}$ x 11 clipped leaves, 1 ft. 7 in., in transfer case. R. 108, basement. (1492)

64. RECORD OF PROTESTS, 1908 - 1913. Against classification of imports. (Never.) 10 x 14 vol., 1 in., on wooden shelf. R. 108, basement. (459)

65. ENTRANCE PAPERS, MISCELLANEOUS, AND WAREHOUSE ENTRIES AND WITHDRAWALS, 1908 - 1930. For goods in bond for immediate transportation without appraisement, bills of lading, carrier manifests of imports in bond, consular certificates, and applications to enter merchandise without invoice. (Occasionally, official.) 8 x 11 envelopes, 22 ft. 10 in., in wooden boxes. R. 108, basement. (428)

66. MISCELLANEOUS PAYROLLS, REPORTS, AND RECEIPTS, 1909 - 1926. Payrolls for personal services (short form), memoranda, reports, debenture certificates, accounts, receipts for deposits, transportation requests, travel regulations, exemption certificates, mail entries of merchandise imported, oaths, masters' certificates, and tonnage records. (Rarely, official.) Various sized loose sheets, folders, and receipt books, 2 ft., on shelf. Dirty. R. 108, basement. (696)

67. RECORD OF DISPOSITION OF FINES, PENALTIES, AND FORFEITURES FOR VIOLATIONS OF CUSTOMS LAWS, Oct. 1906 - June 24, 1913. Date, law violated, penalty imposed, offender, quantity and description of goods, dutiable value (foreign value), rate of duty, disposition of each case, expenses incurred, and total duty paid on dutiable goods. (Never.) 8 x 11 vol., 1 in., on wooden shelf. Dirty, damaged by vermin. R. 108, basement. (274)

68. RECORD OF LICENSES OF YACHTS, 1906 - 1913. License and enrollment of yachts. (Never.) 12 x 18 vols. (2), 1 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (297)

69. RECORD OF CERTIFICATES OF ENROLLMENT OF VESSELS, Oct. 21, 1910 - Sept. 18, 1911. Certificates are void because transferred and converted to another type of vessel or relate to condemned vessel. (Never.) 8½ x 13 vols. (2), 2 in., on steel cabinet. R. 108. (1124)

70. OATHS FOR LICENSES OF VESSELS UNDER TWENTY TONS, 1910 - 1913. Masters' oaths, showing district, port, master, and name and description of vessel. (Seldom, official.) 12 x 20 vols. (2), 2 in., in steel filing case. Brittle, dirty, bindings broken. R. 109 B. (1119)

71. CORRESPONDENCE, GENERAL, 1910 to date. Relative to entries, renewal of license, documentation of vessels, internal revenue collections, drawback records, inquiries about rates of duty and import shipments, etc. (Daily.) 8½ x 10 folders and vols. (12), 17 ft. 3 in., in 5 transfer cases and 3 drawers of wooden filing case. Rs. 108, basement, and 108 B. (2223, 2177)

72. LICENSES OF VESSELS UNDER TWENTY TONS, 1911 - 1914. Form 1286, indicating official and license numbers, ownership, year built, name, where built, description of vessel, type, and tonnage; licenses to carry on coasting trade for one year, with indorsements of renewals. (Rarely, official.) 14 x 20 vols. (2), 2 in., in wooden cabinet. R. 109. (1800)

73. OATHS FOR LICENSES OF MERCHANT VESSELS OR YACHTS, 1912 - 1917. Masters' oaths and managing owners' oaths, with description of vessel, usage, and port at which license was granted. (Never.) 10 x 18 vol., 2 in., on cabinet in vault. Brittle, dirty. R. 108. (1576)

74. MASTERS' OATHS FOR LICENSES FOR MERCHANT VESSELS OR YACHTS UNDER TWENTY TONS, Sept. 18, 1912 - Aug. 8, 1915. Cat. 1280-A: name of party to whom license is granted (managing owner), address, official number of vessel, burden, and gross tons. (Daily, official.) $7\frac{1}{2}$ x $12\frac{1}{2}$ vol., 1 in., in wooden cabinet. R. 109. (1371)

75. OATHS FOR ENROLLMENT AND LICENSE OF MERCHANT VESSELS OR YACHTS, Oct. 22, 1913 - Apr. 30, 1915. Form 1270-A, showing ownership oath, managing owner, address, type of vessel, name and official number, when built, if surrendered, why, and whether owners are citizens of the United States. (Frequently, official.) $7\frac{1}{2}$ x $12\frac{1}{2}$ vol., 1 in., on wooden cabinet. R. 109. (209)

76. COMPARATIVE VALUATION RECORD, 1913 - 1916. Form 6403, showing entry date, consumer's number, description, consignee, invoice value, appraised value, manufacturer, shipper, and remarks. (Never.) 8 x 13 loose leaf books (2), 2 in., on wooden table. R. 109. (1798)

77. SCHEDULE OF ESTIMATED DUTIES RECEIVED ON MERCHANDISE IMPORTED AND ENTERED FOR CONSUMPTION, Apr. 1913 - Apr. 1916. Form 4975, showing person or company receiving goods and amount of duty due. (Never.) $8\frac{1}{2}$ x 11 vol., 1 in., on shelf. R. 108, basement. (1601)

78. SCHEDULE OF PAYROLLS AND PUBLIC VOUCHERS, Apr. 1913 - May 31, 1918. Monthly report to Auditor and Secretary of Treasury, Division of Appointments, on payment of salaries, rents, etc., from appropriation for collecting revenues from customs, voucher number, payee, amount, contingent payments, and total of payments. (Never.) $8\frac{1}{4}$ x $10\frac{1}{2}$ vols. (2), 1 in., on wooden shelf. R. 108, basement. (686)

79. WAREHOUSING AND REWAREHOUSING BONDS, July 1913 - Sept. 1918. Record of warehoused merchandise, giving bond number, marks and numbers, packages and contents, date received in warehouse, and estimated and liquidated duties, also record of withdrawal, giving date, packages, and duty, with record of bonds, giving principal, sureties, description of imported goods, and date of entry. (Never.) $10\frac{1}{2}$ x 16 vol., 1 in., on wooden shelves. R. 108, basement. (579)

80. RECORD OF LICENSES, OF VESSELS UNDER TWENTY TONS, ISSUED AND SURRENDERED, 1913 - 1919. Form 1223, indicating debit and credit of tonnage vessels. (Never.) 8 x 14 vol., 2 in., in cabinet. R. 109. (60)

81. RECORD OF ENROLLMENTS OF VESSELS ISSUED IN ONE PORT AND SURRENDERED IN ANOTHER, 1913 - 1922. Forms 1221 and 1202, record of enrollment of gas and steam boats, indicating type, name, gross tonnage, cause for surrender, gross tonnage debited and credited, date of issue, where issued, and when surrendered. (Never.) $10\frac{1}{2}$ x 16 vol. and loose papers, 2 in., in wooden cabinet. R. 109. (1797)

82. RECORD OF CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE OF VESSELS, Aug. 1913 - July 1928. Form 1272, showing certificate number, sworn statement of citizenship, ownership, vessel, date built, type, measurements, propelling power, and license for one year, with renewals. (Never.) 13 x 18 vols. (2), 3 in., in wooden cabinet. Bindings broken. R. 109. (1391)

83. SCHEDULE OF EXCESS DEPOSITS FOR UNASCERTAINED DUTIES REFUNDED IN THE DISTRICT, Apr. 1, 1913 - Apr. 30, 1917; 1919 - 1928; July 1, 1930 - Aug. 10, 1932. Cat. 5009, monthly report signed by surveyor (copy to auditor of the Treasury Department, and copy to Secretary of Treasury, Division of Appointments), showing entry number and date, importer, check number, and amount refunded for unascertained duties. (Never.) Various sized vols. (2) and loose leaf books (8), 3 ft. 2 in., on wooden shelf, in steel filing case, and on steel cabinet in vault. Rs. 108, basement, and 109. (281, 2215, 1794)

84. RECORD OF CONSUMPTION ENTRIES, 1913 - 1934. Including Form 6059, showing importer, vessel, entry number, duty paid, date liquidated, duty liquidated, increase, additional refund, date of collection, and refund or no charge. (Rarely, official.) Various sized vols. (3), 9 in., on wooden shelves and in steel cabinet. Dirty. Rs. 108, basement, and 109. (1357, 1208, 416)

85. REGISTER OF COLLECTIONS AND DEPOSITS UNDER CUSTOMS SERVICE, May 1, 1913 - 1935. Date of receipts, from whom, for what service, amount collected, and from what vessels; and date of deposits, amount, and balance. (Rarely, official.) Various sized loose leaf books (4) and vols.. 2 ft. 2 in., in steel cabinets and on wooden shelf. Rs. 109 and 108, basement. (294, 1596, 354)

86. RECORD OF MORTGAGES ON ENROLLED VESSELS, 1913 to date. Giving name and employment of vessel. (Occasionally, official.) 8½ x 13 vols. (2), 2 in., on steel cabinet. R. 108. (1123)

87. RECORD OF CONSOLIDATED ACCOUNT, Feb. 28, 1914 - Nov. 16, 1923. Head tax, immigration fees, Chinese exclusion fees, court cost of cases, exclusive privileges at immigration stations, telephone service, care and detention of aliens, expense of alien deportation, and proceeds of sale of government property. (Frequently, official.) 12 x 18 bound vols., 1 in., in wooden cabinet. R. 109. (1802)

88. BONDS TO PRODUCE CERTIFIED INVOICES, Mar. 28, 1914 - Oct. 19, 1916. Canceled, as affidavit or certified invoice has been produced. (Never.) 8½ x 11 vol., 1 in., on wooden shelf. R. 108, basement. (694)

89. TONNAGE ADMEASUREMENTS, 1914 - 1918. Cat. 1411-A, showing measurements and products expressed in feet and tenths of a foot, deductions, summary, and tonnage, with surveyor's certificate. (Occasionally, official.) 10 x 16 vol., 1 in., on cabinet in vault. R. 108. (63)

90. ENROLLMENT AND LICENSING OF YACHTS, 1914 - 1919. Form 1227 (now 1223), showing date of enrollment, number, rigging, name, why issued, tonnage, description of former document, home port, and home port on new document. (Never.) 8 x 14 vol., 1 in., in wooden cabinet. R. 109. (59)

91. RECORD OF CONSOLIDATED CERTIFICATES OF ENROLLMENT AND YACHT LICENSE, 1914 - 1924. For certificates sworn to by master that vessel shall be used exclusively for pleasure. (Never.) 12 x 24 vol., 1 in., on cabinet in vault. Dirty, brittle, damaged by careless handling, binding broken. R. 108. (1483)

92. MASTERS' OATHS FOR RENEWAL BY INDORSEMENT OF LICENSES OF MERCHANT VESSELS OR YACHTS, Oct. 20, 1914 - July 5, 1929. Form 1280-A. (Occasionally, official.) 8 x 12 vol., 2 in., on cabinet in vault. R. 108. (353)

93. MASTER CARPENTER CERTIFICATES, Apr. - July 1915. Name of vessel, date and place it was built, and type of construction. (Never.) 8 x 18 vol., 1 in., on steel cabinet in vault. R. 108. (1493)

94. LICENSES OF YACHTS UNDER TWENTY TONS, 1915 - 1925. Description of yacht, year it was built, and home port. (Never.) 12 x 24 vols., 2 in., on steel cabinet in vault. Dirty, bindings broken. R. 108. (1482)

95. REGISTER OF COLLECTIONS, Nov. 3, 1916 - Jan. 6, 1917. Form 4897, showing date, from whom received, receipt number, vessel or service, and fees collected for Treasury Department, Department of Commerce, and Department of Labor. (Seldom, official.) 9 x 12 vols., 1 in., on wooden shelf. R. 108, basement. (1490)

96. EXAMINER'S VALUATION RECORD, GENERAL, 1916 - 1919. Cat. 6301, appraiser's record of values placed on Kobe paper hats and linens, drawbacks on toilet preparations, flavoring extract, cables, joints and solder; gives tare and invoices of sumatra and leaf tobacco, point of shipment, purchase, and manufacture, export and import duty, discount and plusage, manufacturer, shipper, merchandise, and importer. (Rarely, official.) 16 x 17 vol., 3 in., on wooden shelf. Binding broken. R. 108, basement. (1416)

97. DRAWBACK RECORD, BOOK TWO, 1916 - 1921. Date and number of entry, by whom exported, amount of drawback on opium, debenture certificate number, amount on alcohol and number of certificate, duty paid on imported opium, and internal revenue certificate, giving amount of tax, number of stamps, and district. (Never.) 12 x 16 vol., 1 in., in wooden cabinet. R. 109. (1438)

98. FINES, MOTORBOATS AND VESSELS, 1916 - 1927. Fine cases and re-fine cases, customs affidavits, penalties, notice to boat owners of navigation law violations, failure to surrender license for renewal within the statutory period, application for renewal of license, and failure to carry. (Rarely, official.) 8 x 11 forms, 2 ft., on shelf. Dirty. R. 108, basement. (697)

99. WAREHOUSE LEDGER, Oct. 5, 1917 - May 27, 1919. Name and location of warehouse, name of the importer, entry and bond number, and date merchandise was received, name of vessel, port of arrival, number of packages entered and withdrawn, description of articles as to quantity, value, rate, and amount of duty. (Rarely, official.) 15 x 18 vols. (2), 2 in., on shelf. Dirty. R. 108, basement. (1161)
100. WAREHOUSE ENTRY BONDS, 1917 - 1925. Surety bonds given at time merchandise is placed in warehouse. (Never.) 10 x 12 loose leaf books (2), 3 in., in drawer of steel filing case. Dirty. R. 109. (2214)
101. RECORD OF ENTRIES RECEIVED IN BOND FROM OTHER PORTS, 1918 - 1919. Form 6049. (Never.) 10 x 16 vol., 1 in., on shelf. R. 108, basement. (1358)
102. LETTERS FROM OWNERS, Aug. 14, 1918 to date. Form 1514, replies of owners to inquiry as to whereabouts of undocumented machine-propelled vessel. (Yearly, official.) 3 x 5½ loose forms, 2 ft. 4 in., in 2 boxes. R. 109. (1392)
103. MISCELLANEOUS FORMS, 1919 - 1923. Schedule of delayed entries and record of freight liens, protest fees collected, and miscellaneous collections. (Never.) 10 x 12 loose leaf books, 2 in., in steel cabinet. Brittle, dirty. R. 109. (233)
104. RECORD OF MONEY RECEIVED, 1919 - 1930. Name of person from whom received, for whom, and amount. (Rarely, official.) 8 x 12 vols., 2 in., in steel cabinet. R. 109. (352)
105. RECORD OF GOODS ENTERED IN BOND FOR WAREHOUSE, 1919 - 1934. Date of entry, bond and entry number, by whom entered, and duty. (Semi-yearly, official.) 10 x 12 loose leaf books, 2 in., in drawer in steel filing case. R. 109. (1436)
106. RECORD OF GOODS SENT TO GENERAL ORDER STORE, 1919 - 1934. Also record of schedule of repayments and reimbursable collections. (Rarely, official.) 10 x 12 loose leaf book, 2 in., in steel cabinet. R. 109. (271)
107. DUTIES COLLECTED ON WAREHOUSE WITHDRAWALS, 1919 - 1935. (Weekly, official.) 10 x 12 loose leaf book, 3 in., in steel cabinet. R. 109. (235)
108. IMMEDIATE TRANSFERS AND BAGGAGE ENTRIES, 1919 - 1935. Entries of goods received in bond from other ports, showing port of origin, vessel or carrier, and description of merchandise. (Rarely, official.) 10 x 12 loose leaf book, 3 in., on shelf in steel cabinet. R. 109. (1796)
109. RECORD OF OATH OR AFFIRMATION OF NEW MASTERS, May 4, 1920 - July 1, 1921. Form 1312, oath that he is a citizen of the United States and that such vessel shall not, while her license continues in force, be employed in any manner whereby the revenue of the United States may be defrauded. (Frequently, official.) 9 x 15 vols. (2), 3 in., in wooden cabinet. R. 109. (1801)

110. WRECK REPORTS (UNDER ACT OF JUNE 20, 1874), June 26, 1920 - Aug. 19, 1921. Cat. 3237, showing hour of day, day of week, month, and year, nationality, rig, name of vessel, tonnage, age, port where registered, official number, name and residence of master and owner, port last sailed from, date of sailing, where bound, number of passenger and crew, estimated value of vessel and cargo, estimated loss or damage to vessel and cargo, amount of insurance on vessel and cargo, and locality, nature, and cause of casualty. (Rarely, official.) 14 x 18 loose sheets, 2 in., in wooden cabinet. R. 109. (2120)

111. CERTIFICATES OF DEPOSIT, 1920 - 1933. For bank deposits. (Daily, official.) 3 x 7 envelopes, 6 in., in drawer of steel filing case in vault. R. 108. (1543)

112. INCREASED, ADDITIONAL, AND SUPPLEMENTAL DUTIES COLLECTED, 1920 - 1935. Record of entry or bond number and date and amount collected. Filed numerically. (Yearly, official.) 10 x 12 loose leaf book, 3 in., in steel cabinet. R. 109. (270)

113. MAIL ENTRIES, 1920 - 1935. Record and schedule of dutiable and free mail entries. (Yearly, official.) 10 x 12 loose leaf book, 2 in., in steel cabinet. R. 109. (502)

114. BILLS OF SALE OF ENROLLED OR LICENSED YACHT, Oct. 20, 1920 - Jan 25, 1936. Record of vessels sold and of ownership; kept for the purpose of collecting licenses and levying fines for violation of navigation laws. (Occasionally, official.) 11 x 18 vol., 5 in., on cabinet in vault. R. 108. (1542)

115. RECORD OF CHECKS DEPOSITED WITH FEDERAL RESERVE BANK, 1921 - 1926. Date checks were mailed to payor, amount, and bank it was drawn on, with post office receipt for registered articles. (Never.) 8 x 12 vols., (2), 2 in., in steel cabinet. Dirty. R. 109. (124)

116. CONSUMPTION ENTRIES, July 1922 - Nov. 1924. Entry papers, with invoices, bills of lading, and transportation entries. Filed chronologically. (Never.) 8½ x 10 vols. (21), 10 ft. 5 in., in 5 pasteboard transfer cases. Damaged by vermin, dirty. R. 108, basement. (49)

117. CANCELED CHECKS, 1922- 1933. For payrolls, excess of duties deposited, and contingent expenses of custodian. Filed chronologically. (Never.) 10 x 16 vol., 3 in., in cabinet in vault. R. 108. (580)

118. MEMORANDUM COPIES OF VOUCHERS, 1922 - 1933. Copies of payrolls, giving name of payee, amount of time put in, amount received, date, and number of voucher. (Never.) 8 x 13 bundles, 2 ft. 1 in., on 4 shelves in metal cabinet. R. 108. (581)

119. MONTHLY ACCOUNT, CURRENT, 1922 - 1933. Record of expenses and income. (Never.) 8 x 13 loose leaf books (4), 1 in., in metal cabinet in vault. R. 108. (1122)

120. FREE ENTRIES, 1922 - 1935. Name of importer, description of merchandise, and date liquidated. (Rarely, official.) 8 x 12 loose leaf book, 3 in., in steel cabinet. R. 109. (30)

121. CONSUMPTION ENTRIES, 1923 - 1928. Marks and numbers, packages and description, value in foreign money, entered value in U. S. money, rate, and duty. (Daily, official.) $8\frac{1}{2}$ x 11 loose forms, 6 ft. 10 in., in wooden cabinet. R. 109. (1376)

122. PAYROLLS FOR PERSONAL SERVICES, 1923 - 1928. Memoranda Form 1013, showing name, official designation, annual salary, gross amount earned, deductions, and net amount paid. (Never,) 8 x 12 loose sheets, 1 ft. 7 in., in drawer of steel filing case. Dirty. R. 109. (295)

123. BUREAU FORM LETTERS, 1923 - 1933. Regulations and answers to inquiries. Filed chronologically and by topics. (Monthly, official.) $8\frac{1}{2}$ x 10 folders, 2 ft. 6 in., in pasteboard transfer case. R. 108 B. (2178)

124. CORRESPONDENCE, 1923 - 1933. Letters from Comptroller, listing consumption entries, verified and returned. (Rarely, official.) 8 x 11 bundles, 1 ft. 6 in., on steel filing case. Brittle, dirty. R. 109 B. (176)

125. STORAGE AND BLANKS, 1923 - 1935. Record and schedule of collections billed on Form 5109, showing date of collection, voucher number, and customs fees. (Rarely, official.) 8 x 12 loose leaf book, 5 in., in steel cabinet. R. 7. (1410)

126. CONSUMPTION ENTRIES, May 1925 - July 1931. Form 7501, giving invoice number, description of merchandise, number of packages or boxes, tariff paragraph, value in foreign money, entered value in U. S. money, rate, and duty. (Rarely, official.) 10 x 12 folders, 26 ft., in 8 drawers in steel filing cases. Damaged by faulty containers, brittle, dirty. R. 109 B. (19)

127. CONSUMPTION ENTRIES, Oct. 1926 - June 1928. Forms 6059, 5063, 7501, 7512, 7501-A, and 7551. (Daily, official.) $8\frac{1}{2}$ x 10 folders, 12 ft., in 8 drawers of steel filing cases. R. 108. (1121)

128. SUPPLEMENTARY REGULATIONS REPORT, 1926 to date. Correspondence and form letters from CIE containing information relative to classification of merchandise, markings, copyrights, and precaution against smuggling activities. 3 x 5 card index. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 7 ft. 3 in., in 4 drawers of wooden filing case. R. 108. (766)

129. VALUATION REPORT, 1926 to date. Form CIE, containing information relative to duties and valuations, with correspondence. 3 x 5 alphabetical card index, 11 ft. (Daily, official.) $8\frac{1}{2}$ x 11 loose papers, 8 ft., in 4 drawers of wooden filing case. R. 108. (630)

130. WAREHOUSE LEDGER, 1927 - 1930. Name of warehouse, importer, port of arrival, and date of withdrawal. (Rarely, official.) 10 x 12 loose leaf book, 6 in., in steel cabinet. R. 109. (234)

131. DAILY RECORD AND STATEMENT OF COLLECTIONS, DEPOSITS, AND BALANCES, Sept. 1929 - 1934. Filed chronologically. (Rarely, official.) 8 x 11 bundles, 3 in., in cabinet in vault. R. 108. (687)

132. BONDS, 1929 - 1935. Cartman, term entry, and permanent exhibition bonds. (Annually, official.) 10 x 12 vol., 2 in., in steel cabinet. R. 109. (1795)

133. DIVERTED AND DESTROYED ENTRIES, 1929 to date. Retained papers, general orders of merchandise destroyed, record of irregular deliveries and merchandise sent to other ports. (Never.) $8\frac{1}{2}$ x 10 folders, 3 in., in drawer of filing case. R. 108. (1581)

134. ABSTRACT OF EXCESS DEPOSITS FOR UNASCERTAINED DUTIES REFUNDED, July 1, 1930 - Aug. 10, 1932. Refunds on excess duty collected, listing serial number and date, importer, number of check, name of bank upon which it is drawn, and amount of refund. (Frequently, official.) 7 x 13 vol., 1 in., on cabinet in vault. R. 108. (65)

135. MISCELLANEOUS FILE, July 1930 to date. Free entries, baggage entries, mail entries and receipts, free entries under six months bond, record of goods forwarded in bond, informal entries, and appraisalment entries. (Daily, official.) $8\frac{1}{2}$ x 10 folders, 6 ft., in 3 drawers of metal filing case. R. 108. (1411)

136. WAREHOUSE ENTRIES, July 1930 to date. Form 7505, warehouse withdrawals for consumption; Form 7512, carrier manifest of goods subject to inspection; Form 7502-A, warehouse or rewarehouse permits; and Form 7555, warehouse entry bonds. (Daily, official.) 8 x 11 folders, 3 ft. 3 in., in 2 drawers of metal filing case. R. 108. (135)

137. PUBLIC VOUCHERS FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES, 1931 - 1934. Form 1012-A, showing name and address of payee, official headquarters, and accounting classification; originals sent to Washington. (Yearly, official.) 8 x $10\frac{1}{2}$ envelopes, 3 ft. 2 in., in 2 drawers of steel filing case. R. 11, basement. (1182)

138. RECORD OF BILLS OF SALE OF LICENSED VESSELS UNDER TWENTY TONS, June 10, 1931 - Sept. 18, 1935. Name of vessel, description, burden, and the consideration involved. (Occasionally, official.) 11 x 18 vols. (2), 4 in., on cabinet in vault. R. 108. (1592)

139. APPROPRIATION AND ACCOUNT LEDGER AND FURLOUGH SCHEDULE DEDUCTION FOR 1934, 1933 - 1934. Record 12317, giving date, item, voucher number, debit and credit, balance, and remarks, with the schedule of furlough deductions from earned credits for furlough for 1934. (Never.) 12 x 18 loose leaf book and loose sheets, 1 in., on table. R. 109. (1799)

140. MANIFESTS OF BAGGAGE SHIPPED IN BOND AND APPRAISEMENT ENTRIES, 1933 to date. Form 7520, used at port of entry for bonded merchandise transported or exported irregularly; and Form 7500, used at port of consumption for transfer of merchandise for examination and appraisal. (Semi-annually, official.) 7 x 8 and 8 x 10 $\frac{1}{2}$ folders, 3 in., in drawer of metal filing case. R. 108. (58)

141. ABSTRACT OF TONNAGE, Mar. 1936 to date. Date of issue and surrender of document and date and place vessel was built. (Daily, official.) 10 x 18 loose leaf book, 1 in., on top of desk. R. 109. (1120)

142. SEIZED LOTTERY TICKETS, current year. Letters, usually of a circular nature, with lottery tickets enclosed, sent through the mail from some foreign country and caught in the post office inspection service. (Never.) 4 x 8 envelopes, 15 ft., in wooden cabinet. R. 109. (1439)

Burlington Records

143. GENERAL RECORD OF CONVEYANCES, 1871 - 1891. Bills of sale of steamboats and ferries, notarization of bill of sale, enrollment number, affidavit, signature of surveyors, and collection. (Never.) 12 x 17 vol., 3 in., on wooden shelf. R. 108, basement. (112)

144. CASH ACCOUNT, 1872 - 1896. (Never.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ vol., 2 in., on wooden shelf. R. 108, basement. (299)

145. DAILY REGISTER OF REWAREHOUSE ENTRIES, 1872 - 1905. Date when received, from what district, shipper, consignee, description of goods, quality, value, duty, date of bond, and date when bonded. Only records prior to 1895 were transferred from the Burlington office. (Rarely, official.) 14 x 16 vols. (2), 3 in., on wooden shelf. R. 108, basement. (110)

146. DAILY REGISTER OF RECEIPTS FROM ALL SOURCES, 1873 - 1890. Date of collection, from whom or what source collected, name of vessel, marine hospital collections, tonnage tax, fines and penalties, inspection of steamboat collections, oath and certificate collections, enrollment and license collections, and total currency collected. (Never.) 11 $\frac{1}{2}$ x 18 vol., 1 in., on wooden shelf. Damaged by vermin, binding broken. R. 108, basement. (688)

147. GENERAL RECORD OF ACCOUNT CURRENT, 1875 - 1888. (Never.) 8 $\frac{1}{2}$ x 13 $\frac{1}{2}$ vol., 2 in., on wooden shelf. R. 108, basement. (285)

148. RECORD OF WRECK REPORTS, 1881 - 1912. Form 363. Only records prior to 1895 were transferred from the Burlington office. Recorded chronologically. (Never.) 9 x 13 vols., 6 in., on wooden shelf. Damaged by vermin, bindings broken. R. 108, basement. (280)

149. MORTGAGES OF REGISTERED OR ENROLLED VESSELS, COPIES, 1883 - 1911. Mortgage, part owned, part conveyed, species and amount conveyed, date of mortgage, and date received for record. Only records prior to 1895 were transferred from the Burlington office. Alphabetical index. (Never.) 11 x 16 vols. (3), 4 in., on wooden shelf. Bindings broken. R. 108, basement. (1404)

150. GENERAL CORRESPONDENCE, LETTERS RECEIVED, 1892 - 1910. Correspondence relative to bills of lading, settlement of accounts, liquidation of entries, disposition of seized liquor, entries, etc. Only those records prior to 1895 were transferred from the Burlington office. Filed by topic and date. (Never.) 8½ x 10 loose leaf books (18), 6 in., on wooden shelf. Damaged by careless handling, dirty, ink faded. R. 108, (116, 117)

Dubuque Records

151. INDEX OF LICENSES ABOVE TWENTY TONS, 1875 - 1910. Type of vessel, tonnage, date and number of license, and when, where, and why license was surrendered. (Never.) 6 x 12 vol., 2 in., on steel filing case. Damaged by careless handling, brittle, dirty, binding broken. R. 109 B. (278)

152. RECORD OF DISBURSEMENTS, 1878 - 1883. On account of money drafts paid by surveyor, showing date expense was incurred, to whom money was paid, for what object, number of voucher, and amount. (Never.) 10 x 20 vol., 2 in., on steel filing case. Damaged by careless handling, brittle, dirty, binding broken. R. 109 B. (277)

153. LICENSES OF VESSELS UNDER TWENTY TONS, 1913 - 1928. Record of license issued and surrendered, with debit and credit of tonnage. (Never.) 12 x 24 vol., 1 in., on cabinet in vault. Brittle, dirty, damaged by careless handling, bindings broken. R. 108. (1390)

154. RECORD AT HEADQUARTERS PORT OF WAREHOUSE ENTRIES AND WITHDRAWALS, July 5, 1913 - Apr. 18, 1917. Name of vessel, date of entry, description of merchandise, total value of liquidated duty, and withdrawals; a debit and credit system for merchandise received and withdrawn from Custom Warehouse. (Never.) 9 x 11½ loose leaf book, 1 in., on wooden shelf. R. 108, basement. (272)

155. RECORD OF LICENSES OF YACHTS UNDER TWENTY TONS, 1914 - 1934. A yacht with this license can proceed from port to port of the U. S. without entering or clearing at the Custom House and by sea to foreign ports without clearing in the U. S.; includes description of yacht and the year it was built. (Never.) 12 x 24 vols. (3), 6 in., on desk. Damaged by careless handling, brittle, dirty, scattered. R. 109. (587)

156. RECORD OF LICENSES FOR YACHTS UNDER TWENTY TONS, 1914 to date. Copies of originals; see preceding entry. (Daily, official.) 12 x 24 loose leaf books (4), 4 in., on desk. R. 109. (674)

Sioux City Records

157. RECORD OF ENTRIES LIQUIDATED, 1899 - 1912. Name of vessel, date of arrival, importer, date of entry, estimated and liquidated duty, and date of liquidation. (Rarely, official.) 12 x 12 vol., 2 in., on cabinet in vault. Dirty, brittle. R. 108. (31)

DUBUQUE

OFFICE OF DEPUTY COLLECTOR (DEFUNCT)

Court House and Post Office Bldg., 6th and Locust Sts.

The Bureau of Customs maintained a subport at Dubuque which was closed December 22, 1935. At that time all valuable records were shipped to Des Moines. The records in the custody of the custodian of this building are of no value, and the Collector at Des Moines has asked permission to have them destroyed.

158. EXPRESS RECEIPTS AND WAY BILLS, 1889 - 1892. Names of parties and contents of sealed package to be delivered to Assistant Treasurer at Chicago, Illinois. (Never, official.) 6 x 24 bundles, 6 in., on enclosed wooden shelf. Dirty. R. 14, basement. (466)

159. SCHEDULE OF ESTIMATED DUTIES, 1889 - 1895. Dates of import, dates of payment, and amount. (Never, official.) 10 x 18 vols., 6 in., on enclosed wooden shelf. Dirty. R. 14, basement. (467)

160. ACCOUNT CURRENT OF CUSTOMS, 1867 - 1879; 1883 - 1913. Record of currency deposited to the credit of the United States and balance due. (Never, official.) 14 x 30 vols., 1 ft., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (444)

161. RECORD OF MONEY RECEIVED AND PAID, 1909 - 1913. Record of money disbursed and deposited to credit of United States Treasurer. (Never, official.) 12 x 24 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (438)

162. RECEIPTS, 1904 - 1916. For duties, custom fines, custom fees, and other miscellaneous customs collections. (Never, official.) 4 x 10 vols., 2 ft., on enclosed wooden shelf. Dirty. R. 14, basement. (429)

163. ACCOUNT OF SERVICES CHARGEABLE TO THE UNITED STATES, 1912 - 1925. Serial number, nationality, registration, name of vessel, nature of service, for whom rendered, fee number, tonnage, length, act under which service was rendered, and amount. (Never, official.) 2 x 3 bundles, 4 ft., on enclosed wooden shelf. Dirty, damaged. R. 14, basement. (425)

164. ENROLLMENT BONDS, 1865 - 1911. Name and master of vessel for which certificate of enrollment is issued and amount. (Never, official.) 14 x 30 vols., 5 ft., on enclosed wooden shelf. Dirty. R. 14, basement. (440)

165. BONDS FOR LICENSES OF VESSEL ABOVE TWENTY TONS, 1876 - 1888. Names of owner of vessel, manager, master, and sureties. (Never, official.) 18 x 24 vols., 1 ft., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (448)

166. RECEIPTS OF SERVICES TO VESSELS, DUPLICATE, 1905 - 1908. Fee number, amount, district of, port of, exporter, name of vessel, and date. (Never, official.) 8 x 12 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (451)

167. BONDS FOR LICENSES OF ENROLLED VESSELS, 1870 - 1894; 1897; 1905 - 1906. For licenses of vessels under twenty tons, giving name of owner, name of vessel, and for what purpose used. (Never, official.) 14 x 20 vols., 1 ft., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (468)

168. RECORD OF CONSOLIDATED ACCOUNT, 1904 - 1913. Customs receipts and disbursements under statutory bond, for non-naval office ports. (Never, official.) 14 x 20 vols., 6 in., on enclosed wooden shelf. Dirty. R. 14, basement. (462)

169. RECORD OF CONSOLIDATED ACCOUNT, 1904 - 1913. Record of amount of custom receipts and disbursement under statutory bond, for non-naval office ports. (Never, official.) 14 x 20 vols., 6 in., on open wooden shelf. Dirty. R. 14, basement. (459)

170. BILLS OF SALE OF ENROLLED VESSELS, COPIES, 1894 - 1912. Name of vessel, length, breath, and tonnage. (Never, official.) 24 x 30 vols., 1 ft., on enclosed wooden shelf. Dirty. R. 14, basement. (460)

171. INSPECTOR'S LEDGER, 1875 - 1903. Name of steamer, tonnage, fee payable, and date of inspection. (Never, official.) 12 x 20 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (450)

172. REPORT OF NO. TRANSACTIONS, 1913 - 1926. Report on permanent licenses for yachts. (Never, official.) 2 x 3 envelopes, 10 ft., on enclosed wooden shelf. Dirty. R. 14, basement. (497)

173. REPORT ON TRIPLICATE CERTIFICATES TO INVOICES, 1913 - 1920. Report on team of animals, vehicles, and tackle received. (Never, official.) 2 x 3 bundles, 2 ft., on enclosed wooden shelf. Damaged, dirty. R. 14, basement. (426)

174. SAMPLE LABELS, 1875 - 1903. Port of entry, place of procedure, exporter, description of merchandise, and date of export. (Never, official.) 4 x 6 bundles, 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (461)

175. RECORD OF MERCHANDISE AND ESTIMATED DUTIES, 1913. From various importers and received under immediate transportation regulations without appraisement. (Never, official.) 14 x 20 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (463)

176. AFFIDAVITS, 1866 - 1870. Dimension of ships, present master and master commander, if citizens of the United States, and their respective birth place. (Never, official.) 12 x 20 vols., 3 in., on open wooden shelf. R. 14, basement. (465)

177. STEAMBOAT LICENSE BOOK, 1865 - 1869. Form D, record, showing name, tonnage, owner, amount of license, to whom issued, and for what purpose. (Never, official.) 24 x 30 vols., 6 in., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (449)

178. WITHDRAWAL ENTRIES FOR CONSUMPTION, 1914 - 1926. Record of name of district and merchandise to be withdrawn from warehouse. (Never, official.) 2 x 5 envelopes, 12 ft., on enclosed wooden shelf. Dirty. R. 14, basement. (446)

179. BONDS OF EXAMINERS OF IMPORTERS OF TEA, 1906 - 1913. Offices of wholesale house where goods are to be shipped. (Never, official.) 12 x 20 vols., 2 in., on enclosed wooden shelf. Dirty. R. 14, basement. (442)

180. RECORD OF ENROLLMENT AND LICENSE OF YACHTS, 1914 - 1919. Name, official number, description, and tonnage. (Never, official.) 8 x 14 vols., 2 in., on enclosed wooden shelf. Dirty. R. 14, basement. (441)

181. RECORD OF ENROLLMENTS ISSUED AND SURRENDERED, 1914 - 1918. Official number, name of vessel, why issued, tonnage, and description of former document. (Never, official.) 14 x 20 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (439)

182. RECORD OF IMPORTATIONS THROUGH THE MAIL, 1906 - 1913. Serial number, Post Office dispatch for collection, amount of duty, amount of fine, date forwarded for collection, date of return, and remarks. (Never, official.) 12 x 14 vols., 2 in., on enclosed wooden shelf. Dirty. R. 14, basement. (437)

183. WAREHOUSE AND REWAREHOUSING BONDS, 1913 - 1917. Marks, numbers, packages and contents, date received, quantity, rate, value, duty, and date of withdrawal. (Never, official.) 14 x 20 vols., 2 in., on enclosed wooden shelf. Dirty. R. 14, basement. (436)

184. REGISTER OF ENTRIES PAST, 1903 - 1913. Abstract of goods, wares, and merchandise imported under laws of June 10, 1880, showing date of arrival, date of entry, invoice, inspector, estimated duties, and remarks. (Never, official.) 12 x 14 vols., 6 in., on enclosed wooden shelf. Dirty. R. 14, basement. (435)

185. SERVICES TO AMERICAN VESSELS, 1891 - 1899. Name of vessel, nature of service, for whom rendered, and amount, under act of June 19, 1886. (Never, official.) 14 x 20 vols., 3 in., on enclosed wooden shelf. R. 14, basement. (434)

186. CERTIFICATES OF DELIVERY OF UNAPPRAISED MERCHANDISE, 1910 - 1912. Entry number, catalogue, date, importer, where from, and description of merchandise. (Never, official.) 14 x 20 vols., 1 ft., on open wooden shelf. Dirty. R. 14, basement. (432)

187. CARRIER MANIFESTS OF MERCHANDISE IN BOND, 1914 - 1920. Marks, numbers, and description of packages and contents. (Never, official.) 2 x 3 pockets, 18 ft., on enclosed wooden shelf. R. 14, basement. (431)

188. CONSUMPTION ENTRIES, 1900 - 1920. Indicate name of port purchased in by importer, with consular certificates, carrier manifests of goods subject to inspection, and consolidated statement of fines. (Never, official.) 2 x 3 pockets, 25 ft., on enclosed wooden shelf. Dirty, sooty. R. 14, basement. (430)

189. IMPORTATIONS, DUPLICATE, 1911 - 1912. Importations through the mail, number, part of, country, name of importer, number of packages, and address. (Never, official.) 6 x 8 folders, 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (428)

190. BILLS OF SALE AND LICENSES UNDER TWENTY TONS, 1889 - 1913. Name of owner, name of boat, and for what purpose used. (Never, official.) 18 x 30 vols., 4 in., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (424)

191. ABSTRACT OF PERMANENT ENROLLMENTS, 1880 - 1912. For enrollments granted and surrendered, showing name of vessel, for what cause surrendered, when and where, and tonnage of vessel. (Never, official.) 24 x 30 vols., 6 in., on enclosed wooden shelf. Damaged by vermin, dirty. R. 14, basement. (408)

192. NEWSPAPER CLIPPINGS PERTAINING TO CUSTOM NEWS, 1915 - 1918. (Never, official.) 14 x 20 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (464)

Public Health Service Marine Hospital Records

193. RECORD OF PUBLIC PROPERTY, COPIES, 1898 - 1902, of the U. S. Marine Hospital Service. (Never, official.) 12 x 20 vols., 3 in., on enclosed wooden shelf. Dirty. R. 14, basement. (433)

BUREAU OF INTERNAL REVENUE

BUREAU OF INTERNAL REVENUECEDAR RAPIDS

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 1st St. and 1st Ave.

This office was established January 2, 1918. Quarters were first secured in the Old Federal Building, and in 1932 were moved to the present location. The jurisdiction of this office extends to eight eastern counties. All reports are sent to Des Moines and from there are forwarded to Washington, D. C.

194. PAID IN FULL FILE, 1932 to date. Relative to partial payments which have been fully paid, showing name and address of taxpayer, amount of tax due, dates and amounts of payments, and date of final payment. (Occasionally, official.) 3 x 5 cards, 6 in., in drawer in steel card cabinet. R. 217. (274)

195. RECORD OF INCOME TAXES PARTLY PAID, 1932 to date. Taken from original reports on taxes paid in installments, showing name and address of taxpayer, amount of taxes due, amount paid, and amount unpaid. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer in steel card cabinet. R. 217. (277)

196. INCOME TAX LIST, 1932 to date. Record of name and address of person making report, amount of taxes due, and date they became due. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer in steel card cabinet. R. 217. (272)

197. RECORD OF DELINQUENT INCOME TAXES, 1932 to date. Taken from income tax reports, showing name and address of taxpayer, amount of income, amount of exemption, date and amount of payment, if any, and amount now delinquent. (Frequently, official.) 3 x 5 cards, 6 in., in drawer in steel card cabinet. R. 217. (273)

198. CAPITAL STOCK TAXES, 1934 to date. Record taken from original income tax reports on capital stock earnings, giving name and address of owner, name and address of corporation issuing stock, amount of capital stock, par value per share, net earnings, and amount of tax due. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer in steel card cabinet. R. 217. (275)

199. NONTAXABLE REPORTS, 1932 to date. Record of income tax reports where there are no taxes due, giving name and address of person making report, amount of income, and amount of exemption. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 6 in., in steel drawer in card cabinet. R. 217. (276)

200. CORPORATION INCOME TAX RECORD, 1934 to date. Taken from income tax reports by corporation, giving name and address of corporation making report, nature of and amount of business engaged in, overhead expense and other exemptions, and total tax due. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft., in steel drawer in card cabinet. R. 217. (278)

201. SPECIAL TAX ON MALT LIQUOR, July 1935 to date. Record of special taxes due and paid by vendors of malt liquor, giving name and address of vendor, number of special tax stamp, wholesale or retail dealer, period stamp covers, and amount of tax paid. (Frequently, official.) 3 x 5 cards, 2 ft., in 2 drawers in steel card cabinet. R. 217. (279)

COUNCIL BLUFFS

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR Post Office 6th St. and Broadway

This office was established in 1879. Quarters were secured in the present location. The jurisdiction of this office extends to twelve counties in the southwestern part of the state. There has been no administrative change. All original records are sent to Des Moines, Iowa, and from there are forwarded to Washington, D. C. All records prior to 1933 have been forwarded to Des Moines, Iowa.

202. SPECIAL STAMPS ISSUED, LIQUOR, July 1, 1935 to date. In city of Council Bluffs and in Page, Fremont, Mills, Taylor, and Adams Counties. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 4 in., in 2 wooden drawers in card cabinet. R. 301. (114)

203. CAPITAL STOCK TAX RETURNS, June 30, 1934 - Jan. 1, 1935. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 1 in., in wooden drawer in card cabinet. R. 301. (113)

204. FINISHED CORRESPONDENCE AND REPORTS, Aug. 18, 1933 to date. Correspondence with Collector and taxpayers in regard to unpaid, incomplete returns, office routine, and interoffice practice. Filed alphabetically. (Daily, official.) 10 x 14 folders, 4 ft. 4 in., in 4 wooden filing case drawers. R. 301. (139)

205. FINISHED CORRESPONDENCE AND REPORTS, Aug. 12, 1933 - Apr. 30, 1936. Correspondence with Collector and taxpayers in regard to unpaid, incomplete returns, routine, and interoffice practice. Filed alphabetically. (Daily, official.) 10 x 14 folders, 4 ft. 4 in., in 4 metal filing case drawers. R. 301. (140)

206. MISCELLANEOUS REPORTS, July 30, 1936 to date. Reports of retail and wholesale fermented liquor dealers. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 4 in., in 2 wooden drawers in card cabinet. R. 301. (116)

207. INCOME TAX RETURNS, 1926 - 1934. Record of returns filed in Crawford, Audubon, Shelly, Cass, Pottawattamie, Mills, and Harrison counties, 1926 - 1934, and in Adams, Page, Taylor, and Montgomery counties, 1933 - 1934. Filed alphabetically. (Daily, official.) 3 x 5 cards, 13 ft. 4 in., in 6 wooden drawers in card cabinet. R. 301. (115)

DES MOINES

ACCOUNTS AND COLLECTIONS UNIT

OFFICE OF COLLECTOR

United States Court House 101 E. Walnut St.

This office was first established July 29, 1862, in the Old Post Office Building, Dubuque, Iowa, moving to Des Moines in 1929. Reports are forwarded to the Commissioner, Washington, D. C., monthly, and reports of the auditor's section are forwarded weekly. No records are destroyed until authority has been received from Washington to do so.

208. REMITTANCE REGISTER, 1920 - 1932. Form 783, permanent record by cashier, showing money received from Income Tax Division. Key index, by block number, attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (8), 3 ft. 2 in., on 3 shelves in steel cabinet. R. 7. (43)

209. STAMPS AND COUPONS RETURNED, MONEY VALUE, 1922 to date. Form 97, showing kind of stamps, book number, sheet stamps, and value. (Monthly, official.) 7 x 10 sheets, 5 in., in steel filing case drawer. R. 113. (673)

210. RECORD OF SPECIAL TAX STAMPS, NARCOTICS, AND OLEOMARGARINE, Oct. 1, 1922 to date. Record of items deposited and removed from accounts 8-C, covering special tax stamps, order forms, stamp account and deposits. (Daily, official.) 14 x 17 and 9½ x 12 vols. (2), 3 in., on open steel shelf. R. 113. (1671)

211. CASHIER'S DAILY JOURNAL OF TRANSACTIONS, 1923 - 1935. Form 768, made up weekly, showing stamp transactions, cash transactions, adjustment of unclassified items, collections from each tax division, memoranda of returned checks, and summary of total transactions; Form 769, daily journal of miscellaneous transactions made by each tax division. (Semi-weekly, official.) 9 x 11 loose leaf books (37), and 8 x 10 bundles (18), 10 ft. 7 in., on enclosed steel shelf. R. 7. (452)

212. RECORD OF STAMPS SOLD TO BREWERS AND WINERIES, Oct. 24, 1923 to date. Form 427-B, orders for stamps for wines, malt liquors, and cordials, giving name and address of winery, storeroom number, date and year, number of stamps, denomination, value, and total. (Daily, official.) 9 x 12 vol., 1 in., on open steel shelf. R. 113. (500)

213. CORRESPONDENCE, NARCOTIC REGISTRATIONS UNDER THE HARRISON LAW, 1929 to date. Covers all phases of this subject; from registrants. Filed numerically. (Daily, official.) 9 x 12 loose leaves, 19 ft. 1 in., in 15 wooden filing case drawers. R. 113. (583)

214. CORRESPONDENCE, HARRISON ACT, 1929 to date. Answers to inquiries covering various subjects pertaining to narcotics, from wholesalers and retailers, druggists, physicians, dentists, and manufacturers of pharmaceuticals. (Daily, official.) 9 x 12 loose leaves, 5 in., in metal filing case drawer. R. 113. (1593)

215. RECORD OF SPECIAL TAX PAPERS, 1929 to date. Record 10: name, address, business of firm, and date for wholesale and retail dealers of liquor and malt liquor; also colored and uncolored oleomargarine. Key index by block number attached to report 536. (Daily, official.) 3 x 5 cards, 27 ft. 3 in., in 14 drawers in 3 steel filing cases. R. 113. (1127)

216. SPECIAL TAX CORRESPONDENCE, July 1929 to date. Relating to registrations for the wholesale and retail sale of fermented malt liquor, uncolored oleomargarine and liquor. Filed numerically. (Daily, official.) 9 x 12 loose leaves, 3 ft. 6 in., in 2 wooden filing case drawers. R. 113. (1176)

217. NARCOTIC REGISTRATIONS UNDER THE HARRISON LAW, DISCONTINUED CASES, 1929 to date. Correspondence from discontinued cases regarding registration for the sale of narcotics, covers all phases of this subject from registrants who have been assigned registry numbers but have discontinued the sale or use for the present. Filed alphabetically and numerically. (Weekly, official.) 9 x 12 loose leaves, 7 ft. 10 in., in 4 wooden filing case drawers. R. 113. (1164)

218. REQUISITIONS FOR BLANK ORDERS, OPIUM, ETC., July 1, 1929 to date. Form 679, used by registrants for ordering opium and narcotic drugs. (Daily, official.) 5 x 8 loose leaves, 7 ft. 9 in., in 7 wooden filing case drawers. R. 113. (1444)

219. CORRESPONDENCE WITH INSTITUTIONS EXEMPT FROM PAYING NARCOTIC TAX, July 1, 1929 to date. Correspondence with state, county, and municipal institutions which are exempt from paying tax for using narcotic drugs; these institutions must secure a permit which bears an exempt registry number. Filed alphabetically. (Daily, official.) 9 x 12 folders, 10 in., in wooden filing case drawer. R. 113. (1178)

220. LIST OF NARCOTIC REGISTRANTS, July 1, 1929 to date. Form 924, monthly and fiscal year list of registrants for sale or use of narcotic drugs, containing name and address of registrants, registry number, and

class number of registration. A separate sheet is used for each of the following monthly registrations: new registrations, renewals, delinquents, transfers, and discontinuance of narcotic registrants. Copies of monthly and fiscal year reports are sent to Commissioner, Washington, D. C. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in wooden filing case drawer. R. 113. (1179)

221. RECORD OF RECEIPT AND DISPOSAL OF NARCOTIC RETURNS, July 1, 1929 to date. Form 836, monthly record of returns filed by producers, manufacturers, and wholesalers of narcotic drugs and preparations. Filed alphabetically. (Weekly, official.) 5 x 8 loose leaves, 2 in., in wooden filing case drawer. R. 113. (1445)

222. APPLICATIONS FOR REGISTRY AND REREGISTRY AND SPECIAL TAX STAMPS FOR SALE OF OPIUM, July 1, 1929 to date. Forms 678 and 678-A, applications for special tax stamps from dealers and dispensers of opium and narcotic drugs. (Daily, official.) 5 x 8 loose leaves, 13 ft., in 13 wooden filing case drawers. R. 113. (1541)

223. RECORD OF REGISTRANTS WHO HAVE PAID SPECIAL TAX, SALE OF NARCOTICS, July 1, 1929 to date. Record 10. Filed alphabetically. (Daily, official.) 3 x 5 cards, 13 ft. 4 in., in 17 wooden filing case drawers. R. 113. (1591)

224. RECORD OF BAD CHECKS, Jan. 16, 1932 to date. Date of issue and date returned, amount, name and address of person issuing check, complaints and reasons for failure of payments. (Weekly, official.) 14½ x 17 vol., 1 in., on open steel shelf. R. 113. (1808)

225. REQUISITIONS FOR STAMPS, 1932 to date. Form 100, showing kind of stamps, collector's receipt for stamps, commissioner's statement of stamps furnished, and quantity on hand. (Monthly, official.) 7 x 10 sheet forms, 5 in., in steel filing case drawer. R. 113. (585)

226. BAD CHECKS RECEIVED, 1932 to date. Received in payment of taxes, indicating name and address and the amount. (Weekly, official.) 9 x 12 folders, 2 ft., in steel filing case drawers. R. 113. (1446)

227. REMITTANCE AND MISCELLANEOUS REGISTER, Jan. 1, 1933 to date. Form 783, for income, processing, and miscellaneous taxes, indicating collector's name, district, date, kind, and block number. (Daily, official.) 10½ x 14 vols. (5), 1 ft. 1 in., on open steel shelf. R. 113. (499)

228. DOCUMENTARY, ORDERS FOR STAMPS, 1933 to date. Form 427, orders for stamps, on beer, wine, and distilled spirits, to be sent by mail, registered, or express; give date, year, and address. Filed alphabetically and numerically. (Daily, official.) 10½ x 14 and 3½ x 8 loose leaves, 8 in., in steel filing case drawer. R. 113. (1125)

229. SPECIAL TAX RETURNS, July 1, 1934 to date. Form 11, list of special taxpayers, indicating monthly and annual rates, instructions, name and trade name, business address, kind of business for period,

stamp number, date of issue, affidavits, wholesale and retail dealers and brewers of liquor and malt liquor, colored and uncolored oleomargarine. (Daily, official.) 5 x 8 loose leaf forms, 13 ft. 2 in., in 11 drawers in wooden filing cabinet. R. 113. (1495)

230. INVENTORIES OF OPIUM, ETC., July 1, 1934 to date. Form 713, annual inventory of narcotic drugs in the possession of registered applicants, with an affidavit of person making the inventory, as to the name and description and quantity of narcotic drugs in possession of the registered applicant. (Daily, official.) 8 x 10 $\frac{1}{2}$ single sheets, 2 ft. 2 in., in 2 steel filing case drawers. R. 113. (582)

231. INVENTORY OF REGISTERED PACKAGES AND EMPTY EQUIPMENT, 1935 to date. Form 7754. (Monthly, official.) 7 x 10 sheet forms, 6 in., in steel filing case drawer. R. 113. (586)

232. CERTIFICATES OF DEPOSIT FOR COLLECTIONS, Jan. 5, 1935 - Jan 5, 1936. Form 15, for Philippine Island collections, miscellaneous taxes, income taxes, showing name of depositor, date sent and from what district, amount of money received and credited in the account of the Treasurer of the United States. (Weekly, official.) 3 $\frac{1}{2}$ x 7 sheet forms, 1 ft., in steel filing case drawer. R. 113. (584)

233. CERTIFICATES OF DEPOSIT FOR CHECKING ACCOUNT, Jan. 5, 1935 - Jan. 5, 1936. Form 6599: name and address of depositor, name of bank, title of officer and name of officer to be credited, symbol number and amount of money deposited. (Weekly, official.) 3 $\frac{1}{2}$ x 7 loose sheets, 6 in., in steel filing case drawer. R. 113. (1494)

234. RECORD OF MIXED STAMPS, PLAYING CARDS AND OPIUM, July 1, 1935 to date. Form 87, record of mixed flour, opium or narcotics, and playing card stamps. (Daily, official.) 14 $\frac{1}{2}$ x 17 $\frac{1}{2}$ vol., 1 in., in open steel shelf. R. 113. (498)

235. RECORD OF ORDERS FOR STAMPS, Jan. 1, 1936 to date. Form 18, record of fermented liquor stamps requisitioned on Form 7; Form 19, for bottle script stamps, requisitioned on Form 428; showing purchaser's number, name, signature and address, number of stamps, serial number, and total value. (Daily, official.) 15 x 18 and 14 $\frac{1}{2}$ x 18 vols. (2), 2 in., on open wooden shelf. R. 113. (501)

236. INVENTORY OF STAMPS, Mar. 8, 1936 to date. Of Distilleries' script stamps, fermented malt liquor, wines and documentary stock transfers, tobacco, cigars and cigarettes, silver, mixed flour, playing cards, and narcotics. (Daily, official.) 14 $\frac{1}{2}$ x 18 register, 6 in., on steel shelf. R. 113. (1128)

237. OLD RECORDS AND CUSTOM JOURNAL, REVENUE AND CUSTOM CASES, 1865 - 1897. Prospectus, review, tax on lottery, business, excise frauds, decisions, customs decisions, specie payments, wholesale dealers' licenses, fraction currency, regulations of the Treasury, state taxation on National Banks shareholders, tax on tobacco, and law reports; also contain a

roster of officers and employees, Internal Revenue, Third District, Iowa. (Rarely, official.) $9\frac{1}{2}$ x 12 vols. (37), 3 ft. 1 in., on enclosed wooden shelves. Several bindings broken. R. 104. (346)

238. PERSONNEL RECORDS, 1915 to date. Correspondence, schedule of disbursements, organization outline, personnel, applications, and recommendations for applicants. (Daily, official.) 9 x 11 envelopes, 6 ft. 3 in., in 4 steel filing case drawers. R. 103. (114)

239. RECORD OF SUITS AND VIOLATIONS, 1916 - 1921. Name and address of person reported, nature of suit, name of officer, date of report, and final disposition of case. (Rarely, official.) 14 x 17 vols. (26), 2 ft. 2 in., on shelf in steel cabinet. R. 7. (344)

240. BOOKKEEPER'S FILE, 1918 - 1933. Warrants and requisitions for disbursing funds, public vouchers for purchases, summaries for special deposit account, reports supplemental to Form 22, back tax collections for back taxes other than income, correspondence, schedule of accepted offers in compromise, Form 820, which is a summary of Forms 22, 49, 68, 79, 82, and 820-B, copies of Form 23-C, work sheets for Form 22, monthly report on advance collections, Form 79, which is current revenue account, monthly stamp report, sectional control register, reconciliations, statements, abstracts of Internal Revenue collections, and general ledgers. (Daily, official.) 8 x 10 envelopes (6), 12 x 12 loose leaf books (13), and 8 x 12 bundles (27), 12 ft., on enclosed steel shelf. Dirty. R. 7. (120)

241. MIMEOGRAPH FORMS RECEIVED FROM WASHINGTON, 1918 to date. Relative to aliens leaving country, alcohol tax unit, budget bureau, credits against tax, deduction, changes in personnel, collection of taxes, narcotics, and personnel appointments. (Daily, official.) 8 x 10 $\frac{1}{2}$ folders, 3 ft. 1 in., in 3 steel filing case drawers. R. 103. (126)

242. TREASURY DECISIONS, 1919 - 1928. Regarding internal revenue laws. (Never.) 6 x 9 paper packages, 1 ft. 1 in., on enclosed steel shelf. R. 7. (482)

243. SECTIONAL CONTROL REGISTER, 1919 - 1924. Form 823, block control register, showing block numbers and to whom this number was issued and date, total remittance and documents, subsequent transactions, transfers and revisions, date returns were filed, date returns were sent to stencil cutter, and auditor and listing operators. Key index, by block number attached to report 536. (Weekly, official.) 5 x 15 loose leaf book, 6 in., on enclosed steel shelf. Brittle, dirty. R. 7. (121)

244. INVENTORY OF EQUIPMENT, 1923 to date. Report on office equipment and description of same for all offices in the state. (Monthly, official.) 10 x 12 folders (13), 1 ft. 2 in., on enclosed steel shelf. Dirty. R. 7. (1)

245. ASSESSMENT CERTIFICATES FOR MISCELLANEOUS TAX, Jan. 1924 - June 1928. Forms 23-A and 23-C; Form 23-C is a copy, made in quadruplicate by each tax division; the original and first copy with the duplicate copies

of 23-A must be forwarded to the Commissioner within ten days after the close of each month. (Monthly, official.) 12 x 12 loose leaf books (20), 5 ft., on 2 shelves in steel cabinet. R. 7. (457)

246. STUDENT CORRESPONDENCE COURSES, 1925 - 1934. Form 7834, reports, showing kind of course, date it was sent to student, date student returned it, and grade received. (Never.) 4 x 10 bundle of cards, 2 in., loose on shelf in steel cabinet. Dirty, ink faded. R. 7. (15)

247. TIME RECORDS, 1925 to date. Record of each employee. (Daily, official.) 5 x 8 cards, 3 ft. 6 in., in 2 steel filing case drawers. R. 103. (455)

248. CASHIER'S RECORDS AND SHEETS, July 1927 - June 1935. Record 87, for mixed flour stamps, playing card stamps, and opium order forms; Record 8-C, for special tax stamps, oleomargarine and narcotic stamps; both are permanent records of cashier, showing block numbers of person or firm money was received from. Key index by block number, attached to report 536. (Weekly, official.) 15 x 16 loose leaf books, 3 in., on enclosed steel shelf. R. 7. (451)

249. REPORTS TO COMMISSIONER ON NARCOTIC REGISTRANTS, 1929 - 1934. Form 924, list of narcotic registrants and schedule of new registrants, showing name of registrant, address, registry number, and class. Key index, by block number attached to report 536. (Three times a year, official.) 8 x 11 loose reports, 1 ft., on shelf of steel cabinet. R. 7. (450)

250. VOUCHERS FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES, 1931 - 1934. Form 1012-A, showing name of payee and address, official headquarters, and accounting classification. Filed alphabetically. (Yearly, official.) 8 x 10 $\frac{1}{2}$ envelopes, 3 ft. 2 in., in 2 filing case drawers. R. 11, basement. (85)

251. DOCUMENTARY STAMP ORDERS, 1932. Correspondence and orders for stamps. Key index, by block number, attached to report 536. (Semi-annually, official.) 10 x 12 folders, 1 ft., in pasteboard box in steel cabinet. R. 7. (449)

252. TIME SHEETS, 1932 - 1933. Daily time sheets. (Never.) 10 x 14 envelopes (3), 1 ft., on enclosed steel shelf. Dirty. R. 7. (3)

253. DAILY, MONTHLY, AND YEARLY REPORTS OF ABSENCES, 1932 - 1934. Form 2242, made up by personnel clerk, showing time of arrival of employee if late, time of employee if excused during working hours, and employees that are on leave, showing if they are on annual leave, sick leave, or leave without pay; Form 2243, summary of yearly reports of absence. (Weekly, official.) 10 x 12 envelopes, 6 in., on enclosed shelf. R. 7. (349)

254. SUPPLY CLERK'S FILE, 1932 to date. Requisitions for supplies filled by the supply clerk, from banks, zone offices, and general office; stock record, Form 812, an inventory of supplies. (Yearly, official.) 6 x 10 bundles (8), and 10 x 14 boxes, 3 ft., on enclosed steel shelf. R. 7. (2)

255. LEAVE CARDS, 1933 - 1935. Form 2152, individual record of absences shown by months for entire year; and Form 2217, applications for annual leave, without pay leave, military leave, and extension of leave on account of sickness. (Yearly, official.) 6 x 6 paper packages, 1 ft. 1 in., on enclosed steel shelf. Dirty. R. 7. (463)

256. CORRESPONDENCE, GENERAL, 1933 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose leaf books, 2 ft. 1 in., in 4 wooden filing case drawers. R. 102. (454)

257. TAX DIVISION DAILY JOURNAL OF MISCELLANEOUS TRANSACTIONS, 1934 to date. Form 769: class of tax, transaction, name, amount debit, date, and division. (Weekly, official.) 8 x 16 sheets, 3 in., on wooden enclosed shelf. R. 110. (1441)

258. REQUESTS FOR INCOME TAX BLANKS, 1935. Correspondence requesting income tax blanks, from banks, postmasters, and business firms. (Never.) 14 x 14 sheets, 1 ft. 2 in., in pasteboard box on enclosed steel shelf. R. 7. (14)

259. MONTHLY REPORTS TO WASHINGTON, D. C., 1923 - 1935. Forms 797, 863, and 495, with correspondence, accounts and collections, and report of transportation requests of chief and assistant of the Field Division; authority to travel by automobile issued by the Commissioner; monthly and yearly report of expenses; also statistical information, personal history of field office personnel, monthly reports star and circle men, and warrant for distraint report to Washington, D. C. Filed numerically. (Daily, official.) 8 x 10 loose forms, 4 ft. 7 in., in 3 filing case drawers. R. 107. (495)

260. DOCUMENTARY STAMP AFFIDAVITS, 1924 to date. Reports. (Daily, official.) 12 x 15 envelopes, 10 in., in 8 steel filing case drawers. R. 107. (92)

261. PROTEST CASES, 1926 to date. Reports. Filed alphabetically. (Semi-annually, official.) 12 x 15 folders, 5 ft. 2 in., in 4 steel filing case drawers. R. 107. (102)

262. CORRESPONDENCE, 1926 - 1936. Between this office and fieldmen. Arranged alphabetically. (Daily, official.) 12 x 15 folders, 28 ft. 6 in., in 19 filing case drawers. R. 107. (99)

263. RECEIPTS FOR TAXES, 1927 to date. Form 809, containing date, name of city, reports received and on hand for month, receipt number, party to whom issued, tax covered and amount, summary, serial number on hand, and cost report. Filed by subjects. (Daily, official.) $8 \times 10\frac{1}{2}$ loose leaf books, 2 ft. 2 in., in 2 wooden filing case drawers. R. 107. (496)

264. REPORTS ON UNCOLLECTABLE TAXES, 1927 to date. Form 53. (Semi-annually, official.) 9 x 12 folders, 1 ft. 4 in., in filing case drawer. R. 107. (17)

265. DAILY FIELD REPORTS FROM FIELD DEPUTIES, 1929 and 1934. Form 795, record of work performed and collections made. $8\frac{1}{2}$ x 11 paper packages, 5 ft. 10 in., on enclosed steel shelf and 9 x 12 folders; and in 3 filing drawers. Rs. 7 and 107. (101, 16)

266. DEPUTIES' WORK ASSIGNMENTS DEAD FILE, 1930 to date. (Once every 2 or 3 months, official.) 3 x 5 cards, 11 ft. 9 in., in 11 wooden filing case drawers. R. 107. (18)

267. REPORTS FROM REVENUE AGENTS, 1932 to date. Forms 807 and 807-A. Filed alphabetically. (Seldom, official.) 12 x 15 folders, 6 ft. 6 in., in 4 filing case drawers. R. 107. (4)

268. MONTHLY REPORTS OF FIELD INVESTIGATORS, 1934. Forms 933 and 1099, showing nature of investigation on hand first of month, received during month, total to be accounted for, disposed of during month, non-taxable from income tax transcript; also warrants for distrainments. Filed numerically. (Weekly, official.) 8 x 10 loose leaf books, 7 in., in 2 wooden filing case drawers. R. 107. (497)

269. LIQUOR AND INCOME TAX, 1935. When liquor tax or income tax returns are filed, each case is assigned a number which is retained by that case for the current year. Cards contain the name of applicant, address and number assigned. (Daily, official.) 3 x 5 cards, 24 ft. 8 in., in 25 wooden filing drawers. R. 107. (300)

270. RECEIPTS FOR TAXES COLLECTED, 1935 to date. Form 809, copies of receipts issued by deputy collectors for money collected for taxes, current and past business. (Yearly, official.) 4 x 8 envelopes, 2 ft. 8 in., in 4 wooden filing case drawers. R. 107. (45)

271. DAILY REPORTS OF FIELD DEPUTY COLLECTORS, 1935 to date. Form 795, showing date, year, name, address of person interviewed, nature of liability which amended taxable and non-taxable, delinquent current, form number, period of liability, tax penalties and interest, offer in compromise, total, how remitted, income, and miscellaneous warrants. (Daily, official.) $9\frac{1}{2}$ x $10\frac{1}{2}$ loose leaf books, 9 ft. 4 in., in 7 wooden filing case drawers. R. 107. (347)

272. DEPUTIES' WORK ASSIGNMENTS, 1936. Covering all classes of tax collections. (Daily, official.) 3 x 5 and 5 x 8 cards, 5 ft. 9 in., in 28 wooden filing case drawers. R. 107. (5)

273. PERSONAL FILE OF DEPUTY COLLECTORS, 1936. There are six deputy tax collectors working out of this office; each has a personal file in which he keeps correspondence, copies of daily and monthly reports, supplies, etc.; also record of traveling expenses of each deputy. (Daily, official.) 11 x 15 folders, 13 ft. 5 in., loose in 24 wooden filing case drawers. R. 106. (463)

274. CORRESPONDENCE REGARDING DEPUTIES' WORK ASSIGNMENTS, 1936. Correspondence originating from and in the completion of duties charged to each deputy from his work assignment card. Filed alphabetically. (Daily, official.) 11 x 15 alphabetic dividers, 9 in., in wooden filing case drawers. R. 107. (6)
275. REGULAR ASSESSMENT LIST, 1907 - 1918. List of persons, firms, and corporations liable to tax under internal revenue laws, by district, reported by Collector of said district for assessment, the amount assessed against each by the Commissioner, and certified to Collector of said district for collection. (Rarely, official.) 14 x 17 vols. (39), 4 in., on 3 enclosed shelves in steel cabinet. Dirty, brittle, ink faded. R. 7. (343)
276. CORPORATION MASTER CARDS, OLD, 1911 - 1932. Forms 1122 and 649, master card record of income tax returns; shows corporation's name, address, kind of business, firm's income, and assessment list. Card index. Filed alphabetically and numerically. (Daily, official.) 5 x 8 cards, 2 ft. 4 in., in 2 wooden filing case drawers. R. 7, basement. (598)
277. RECORD OF DELINQUENT TAXPAYERS, 1914 - 1924. (Frequently, official.) 3 x 5 cards, 23 ft. 10 in., in 7 wooden filing case drawers. R. 7. (182)
278. CORRESPONDENCE, CLOSED, 1916 to date. Correspondence of various departments of the bureau pertaining to general business transactions. (Weekly, official.) 9 x 12 folders, 50 ft. 3 in., in 41 wooden filing case drawers. R. 110. (2213)
279. RECORD OF RETURNS FILED, 1917 - 1925. Record of tax returns due and the amount filed. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 108 ft. 5 in., in 37 wooden filing case drawers. R. 7. (183)
280. CERTIFICATES OF OVERASSESSMENT, 1918 - 1928. Form 7776-B, revised, with correspondence with individuals. (Rarely, official.) $8\frac{1}{2}$ x 11 folders, 13 ft., in 7 steel filing case drawers. R. 7. (129)
281. NO TAX RECORD, 1918 - 1933. Name and address of people having filed no tax. (Weekly, official.) $3\frac{1}{2}$ x 5 cards, 308 ft. 9 in., in 214 steel filing case drawers. R. 7, basement. (565)
282. TAX RECORD, 1918 - 1933. Name and address of people having filed tax. Filed alphabetically. (Weekly, official.) $3\frac{1}{2}$ x 5 index cards, 413 ft. 10 in., in 199 steel filing case drawers. R. 7, basement. (167)
283. CORPORATION INCOME TAX, 1919 - 1929. Form 649, name and address, date and place of organization, name of officers, kind of business, extension granted, capital stock, indebtedness, gross income, and amount of income tax. Arranged alphabetically. (Daily, official.) 5 x 8 cards, in 2 wooden filing case drawers. R. 110. (1336)

284. CORPORATION INCOME TAX RETURNS, ADDITIONAL ASSESSMENTS, 1919 - 1930. For companies and corporations; shows name, address, date, amount paid, and current year filed. Cross indexed by block numbers, see report 536. Filed alphabetically. (Daily, official.) 3 x 5 cards, 8 ft. 10 in., in 9 wooden filing case drawers. R. 7, basement. (94)

285. ASSESSMENT LISTS, INDIVIDUAL, 1919 - 1933. Form 23-A, name and address of assessed person, old balance, date, debit, credit, new balance, and remarks. (Weekly, official.) 12 x 14 loose leaf books (157), 60 ft., in steel cabinets. Brittle, dirty. R. 7. (342)

286. CORPORATION CORRESPONDENCE, 1919 to date. Correspondence from corporations, containing inquiries as to the statutory requirements for filing income tax returns, and copies of answers. Filed alphabetically. (Daily, official.) 9 x 12 folders, 66 ft., in 36 wooden filing case drawers. R. 110. (1330)

287. INDIVIDUAL TAX RECORD, 1920. Name and address of individuals having filed tax returns. Key index by block number, attached to report 536. (Weekly, official.) 3 x 5 cards, 116 ft. 3 in., in 93 wooden filing case drawers. R. 7, basement. (180)

288. OFFERS IN COMPROMISE, PARTNERSHIP, 1920 - 1925. Correspondence from individuals and attorneys in regard to settlement of income taxes. (Rarely, official.) 8½ x 11 covers, 1 ft. 3 in., in steel filing case drawer. R. 7. (305)

289. CORPORATION INCOME TAX STATEMENTS, NOTICE AND DEMAND, 1920 - 1930. Forms 17-A and 1123-A, statements, notice and demand for income tax, warrants, memoranda unidentified remittance, correspondence, supplement list, block number, date and year. Collector's paid stamp, items, and total assessments tax and interest paid. Key index, by block number, attached to report 536. (Occasionally, official.) 3 x 10½ loose leaf books, 29 ft. 5 in., in 13 wooden filing case drawers. R. 7, basement. (177)

290. SCHEDULE OF REFUNDS, ILLEGAL OR ERRONEOUS COLLECTIONS, 1920 to date. Form 7809: claim number, name and address of taxpayer, excess collections, amount refundable, interest accrued, total refundable, and date paid by disbursing clerk of Treasury Department. (Daily, official.) 14½ x 17½ vol., 4 in., on wooden shelf. R. 110. (1129)

291. STATEMENTS, FIRST AND SECOND NOTICE AND DEMAND FOR INCOME TAX, INDIVIDUAL, 1921 - 1924; 1928 - 1933. Forms 1123, 7658, and 7659, arranged by block numbers; statements, notices, and warrants; show name and address, date, charge, last credit, forward and unpaid balance, account number, date due, total assessment, tax and interest, district and date paid, received with remittance posted, correspondence, and block number. Key index, by block number, attached to report 536. (Daily, official.) 3 x 8½ loose leaf books, 82 ft. 5 in., in 47 wooden filing case drawers. R. 7, basement. (302)

292. RECORD OF CLOSED CLAIMS, 1921 to date. Form 815, and address of taxpayer, date claim received by collector, amount allowed, date claim forwarded to bureau, date of schedule, and number of schedule; the originals are retained. (Daily, official.) 3 x 5 cards, 3 ft. 2 in., in steel filing case drawer. R. 110. (260)

293. OFFERS IN COMPROMISE AND COLLECTION RECOMMENDATION, 1921 to date. Offer in compromise of liability incurred, reason, period, kind of assessment, date, account number, amount assessed, compromise offer, explanatory letters, and payments. (Daily, official.) 8 x 10 $\frac{1}{2}$ loose leaves, 1 ft. 10 in., in wooden filing case drawer. Rs. 110, 111, and 112. (119)

294. INDIVIDUAL RETURNS, 1922 - 1923. Form 1040 individual income tax returns for net income of more than \$5,000.00; contains agreement consenting to assessment of a deficiency, correspondence, and reports of individual income tax investigations by field deputies. (Seldom, official.) 8 x 11 folders, 59 ft., in 30 steel filing case drawers. R. 7. (130)

295. LIENS AND DISCHARGES, 1922 - 1930. Form 668, notices of tax lien, and Form 669 (revised), certificates of discharge of tax lien under internal revenue laws. (Rarely, official.) 7 x 9 forms, 2 ft., in steel filing case drawer. R. 7. (304)

296. NOTICES OF DISCHARGE OF TAX LIENS, CLOSED, 1922 - June 1936. District, date, name, residence or place of business, notice of tax, taxable period, amount of tax assessed and paid, date received, correspondence, clerk and Collector, and additional (penalty) tax assessed. (Weekly, official.) 7 $\frac{1}{2}$ x 8 loose leaves, 1 ft. 11 in., in wooden filing case drawer. R. 110. (259)

297. DOCUMENT REGISTER, MISCELLANEOUS TAX, Jan. 1, 1922 - June 28, 1935. Form 813, cashier's permanent record of all money received from miscellaneous tax division. Key index by block number attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (4), 2 ft. 10 in., on shelf in steel cabinet. R. 7. (145)

298. BLANKET ABATEMENT AND CREDIT CLAIM FOLLOW SHEETS, 1922 to date. Form 843-A, giving name and address of taxpayer, amount assessed, correct tax liability, and amount claimed; also claims for abatement of overpaid taxes. (Occasionally, official.) 8 $\frac{1}{2}$ x 11 loose leaves, 3 ft. 5 in., in 2 wooden filing case drawers. R. 110. (255)

299. NOTICES OF REFUNDS, 1933 to date. Form 844, notices of income tax refunds showing district, schedule number, name and address, date and serial number, year and month, page, line, reduction, excess collection, and taxable period; and Form 1040, showing total amount paid, (refundable), refund allowed, interest, and refund. Filed alphabetically. (Daily, official.) 8 x 10 loose leaf forms, 6 ft. 7 in., in wooden filing cabinet. R. 110. (265)

300. SCHEDULE OF REJECTED CLAIMS, 1922 to date. Form 7800: name and address, year claim was made for, amount of money rejected, and schedule number. (Daily, official.) 9 x 12 loose leaf book, 4 in., on wooden shelf. R. 110. (1130)

301. SCHEDULE OF OVERASSESSMENTS, 1922 to date. Form 7920: name of taxpayer, overassessments or reduction of tax liability, amount abated, amount to be paid, name of deputy commissioner, account number, and date received. (Weekly, official.) 14 x 18 vols., 5 in., on top of wooden filing case. Rs. 110, 111, 112. (1963)

302. CORPORATIONS, INDIVIDUAL ITEMS, ABATEMENTS, AND CAPITAL STOCK, 1923 - 1929. Form 843, claims, Form 843-A, blanket abatement claim follow sheets, and correspondence. (Rarely, official.) $8\frac{1}{2}$ x 11 sheets, 8 in., in steel filing case drawer. R. 7. (131)

303. REMITTANCE REGISTER, MISCELLANEOUS TAX, Oct. 12, 1923 - June 29, 1934. Form 783, referred to by block number, attached to report 536. (Weekly, official.) 12 x 14 loose leaf books, 12 ft. 2 in., on 3 shelves in steel cabinet. R. 7. (40)

304. DOCUMENT REGISTER, MISCELLANEOUS TAX, Jan. 1, 1923 - July 31, 1935. Form 813, showing kind of tax, block number, date, corrected totals, and corrected grand totals, and grand total; this is cashier's record of money received from all taxes under miscellaneous tax division. Key index by block number attached to report 536. (Weekly, official.) 12 x 14 covers, 2 ft. 2 in., on enclosed steel shelf. Dirty. R. 7. (599)

305. DOCUMENT REGISTER, INCOME TAX, Jan. 1923 - Dec. 1935. Form 813, cashier's permanent record of all money received by income tax division, showing date, money received, amount and block number. Key index, by block number, attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (8), and 10 x 13 bundles (2), 1 ft. 2 in., on 2 shelves in closed steel cabinet. R. 7. (144)

306. ASSESSMENT LIST, 1923 to date. Form 23-A: name, date, address, new balance, old balance, and credit. (Daily, official.) 12 x 13 vols., 4 ft. 2 in., in wooden filing case drawer. R. 110. (1962)

307. NOTICES OF TAX LIENS, 1923 to date. Form 668, notices of tax liens, showing name of taxpayer, residence or place of business, nature of tax assessed and amount, taxable period, additional (penalty) tax assessed, date of assessments, list received and date received, Collector, clerk, and district; also correspondence. Filed alphabetically. (Daily, official.) $7\frac{1}{2}$ x 8 loose leaf books, 1 ft. 2 in., in wooden filing case drawer. R. 110. (2179)

308. TREASURY DECISIONS AND LETTERS OF INSTRUCTION, 1924. Relative to liens for taxes, liberty bonds, and certificates of indebtedness. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in wooden filing case drawer. R. 110. (1334)

309. SPECIAL DEPOSIT ACCOUNT LIST, 1924 and 1925. Form 23-A, assessment list, showing name and address of person or firm, old balance, date, debit, credit, new balance, and remarks. Key index by block number attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (3), 6 in., on enclosed steel shelf. R. 7. (41)

310. EXEMPTIONS, CORPORATION INCOME TAX, MASTER CARDS, 1924 - 1928. Form 649, containing name and address, where organized, officers and presidents, kind of business, district, date and year, capital stock, indebtedness and net income, assessment list, and exemptions from filing returns under provisions of Act. (Weekly, official.) 5 x 8 cards, 1 ft. 6 in., in wooden filing case drawer. R. 110. (603)

311. CONTROL REGISTER, June 1, 1924 - Dec. 31, 1935. Form 813, cashier's permanent record of money received by all divisions by sections, giving date and block number. Key index, by block number, attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (11), 5 ft., on enclosed steel shelf. R. 7. (193)

312. SCHEDULE OF ASSESSMENTS ABATED AND UNCOLLECTABLE, 1924 to date. Form 7831: claim number, name of taxpayer, amount allowed as uncollectable, list page and line or account number and taxable year, number of claim and date received, name of Collector, date received, and schedule number. (Yearly, official.) 9 x 11 $\frac{1}{2}$ vols., 3 in., in wooden filing case drawer. R. 110. (1961)

313. CERTIFICATES OF OVERASSESSMENT, 1924 to date. Name, account number, abated, credited, and total. (Daily, official.) 14 x 17 loose leaf books, 2 in., on enclosed wooden shelf. R. 110. (254)

314. SPECIAL TAX RETURNS, 1925. Form 732, revised, returns on automobiles for hire and on use of boats, indicating date and current year, make and model, engine number, registration number, name and address, sworn date, amount, signature, name and kind of boat, parties liable for return and payment of tax, stamp number, and date of issue. Cross index by block number attached to report 536. Filed alphabetically. (Weekly, official.) 5 x 8 loose leaf forms, 1 ft. 2 in., in wooden filing case drawer. R. 7, basement. (169)

315. PARTNERSHIP INCOME TAX RETURNS AND CORRESPONDENCE, 1925 - 1927. Form 1065, with correspondence regarding amended income tax appended in each case. Filed alphabetically. (Rarely, official.) 8 $\frac{1}{2}$ x 11 folders, 10 ft. 2 in., in 6 steel filing case drawers. R. 110. (1331)

316. PARTNERSHIP INCOME TAX RETURNS, 1925 - 1927. Form 1065. (Occasionally, official.) 9 $\frac{1}{2}$ x 16 loose leaves between dividers, 8 ft., in 4 steel filing case drawers. R. 110. (256)

317. INDIVIDUAL INCOME TAX RETURNS FULLY PAID, 1925 - 1927. Form 1040, individual income tax returns for net incomes from salaries or wages of more than \$5,000.00 and income from business, profession, rents, or sale of property. (Occasionally, official.) 9 $\frac{1}{2}$ x 16 loose leaves, 1 ft. 4 in., in 3 steel filing case drawers. R. 110. (261)

318. INDIVIDUAL INCOME TAX RETURNS FULLY PAID, 1925 - 1927. Form 1040-A, individual income tax returns for net incomes of not more than \$5,000 derived chiefly from salaries and wages. (Occasionally, official,) 9 x 11½ envelopes, 9 ft. 6 in., in 5 steel filing case drawers. R. 110.1 (263)

319. PARTNERSHIP RETURNS, 1925 - 1933. Form 1065, showing income, deductions, partners' share of income and credits, and non-taxable obligations, with a list of expenses, such as news service, telephone and telegraph, water and lights, and salaries and commissions paid. (Rarely, official.) 10½ x 16 forms, 113 ft. 7 in., in 18 steel filing case drawers. R. 7. (2176)

320. CONSOLIDATED RECORD, 1925 - 1935. Open accounts on income tax, (Daily, official.) 11½ x 13 loose leaf books, 4 in., on top of filing case. R. 110. (602)

321. CERTIFICATES OF DEPOSIT, 1926 - 1934. Form 15, certificates of deposit for collections, showing district, date of deposit and deposit number, name of Collector, name and location of bank where deposit was made, and amount of deposit. (Monthly, official.) 10 x 11 vols., 5 ft., on enclosed steel shelf. R. 7. (536)

322. CURRENT CARDS, CORPORATION INCOME, 1926 - 1935. Form 649, show extensions granted, returns filed, capital stock, indebtedness, gross income, net income, income tax 12%, penalty 5%, 25% and 50%, date of organization, name of president, state in which organized, name of treasurer, kind of business, and total tax. Filed alphabetically. (Daily, official.) 5 x 8 cards, 7 ft. 10 in., in 4 filing case drawers. R. 110. (1413)

323. CLAIMS FOR REFUNDS, REJECTED, 1926 to date. General correspondence, claims for refund, statements, summary of taxes, deficiency in tax, over assessment, correct tax liability, original tax less refund (no change in tax liability), and additional tax rejected schedules; originals are mailed to taxpayer. (Daily, official.) 8 x 10½ loose leaves, 1 ft. 8 in., in wooden filing case drawer and in wooden file cabinet. R. 110. (105)

324. INCOME TAX RETURNS, INDIVIDUAL, 1926 to date. Form 649-A. (Daily, official.) 5 x 8 loose leaves, 4 ft. 10 in., in 2 steel filing case drawers. R. 110. (257)

325. CARD FILE, 1926 to date. Unfinished file on which is listed names and addresses, will contain information pertaining to Form 649-A when finished. (Never.) 3 x 5 cards, 55 ft. 7 in., in 16 wooden filing case drawers. R. 110. (268)

326. DEAD LIST, INCOME TAX, CORPORATION, 1926 to date. Form 649, showing extension granted, returns file, capital stock, individual gross and net income, income tax penalty, date of organization, name of president and state in which organized, name of treasurer, kind of business, and total tax. Filed alphabetically. (Rarely, official.) 5 x 8 form cards, 4 ft. 2 in., in 2 wooden filing case drawers. R. 110. (485)

327. DELINQUENT DOMESTIC CORPORATIONS, 1926 to date. Name and address of delinquent tax, indebtedness, net and gross income tax and penalty, state in which organized and date of organization, kind of business, value of capital stock, and total tax. Filed alphabetically. (Daily, official.) 5 x 8 cards, 3 in., in wooden filing case drawer. R. 110. (1298)

328. LETTERS TRANSMITTING REPORT OF CHIEF OF FIELD DIVISION TO COLLECTOR, 1927 - 1932. Form 904, for examination of books and records by the deputy collector and report of same to the Collector. (Seldom, official.) 8 x 10 $\frac{1}{2}$ sheets, 37 ft., in 19 steel filing case drawers. R. 7. (185)

329. PRELIMINARY EXAMINATIONS, 1927 - 1935. Form I T 40, concerning letters mailed, number letters, and change, letters expressed to bureau, letters completed, account number, tax due, increase refund, abatement and investigation, field and office, auditor's name, block number, date, and year. Key index by block number, see report 536. (Frequently, official.) 8 $\frac{1}{2}$ x 11 loose leaf forms, 2 ft. 10 in., in 2 filing case drawers. R. 7, basement. (298)

330. PARTNERSHIP AND FIDUCIARY, COMPANY OR PARTNERSHIP, 1928 - 1932. Form 1099, giving address, returns filed, district and block number, and names of estate, trustee, and executor. Filed alphabetically. Card index. (Daily, official.) 3 $\frac{1}{2}$ x 5 cards, 16 ft. 7 in., in 14 wooden filing case drawers. R. 7, basement. (490)

331. PARTNERSHIP INDEX, INCOME TAX, 1928 - 1932. Name and address of firm or company, executor, block number, amounts paid, affidavits filed, and calendar year. (Semi-weekly, official.) 3 x 5 cards, 23 ft., in 26 wooden filing case drawers. R. 7, basement. (492)

332. CORPORATION RECORD, 1928, 1930, and 1932. Form 815, revised, record of abatements, credits, claims, and refunds. Card index. (Semi-weekly, official.) 3 x 5 cards, 12 ft. 3 in., in 4 steel filing case drawers. R. 7, basement. (39)

333. EXTENSION OF TIME GRANTED FOR FILING INDIVIDUAL RETURNS, 1928 - 1936. Record of name and address of individual, date granted, and period of time extended. (Daily, official.) 8 x 11 $\frac{1}{2}$ folders, 8 ft. 3 in., in 5 wooden filing case drawers. R. 7, basement. (306)

334. INVESTIGATION RECORD, 1928 - 1936. Form 1099: Name and address of payee, result on delinquent returns, secured tax, penalty, and interest; also amended returns secured and year of return. (Daily, official.) 5 x 8 cards, 5 ft. 2 in., in 3 steel filing case drawers. R. 7, basement. (1075)

335. INVESTIGATION RECORD, 1928 to date. Name of payee and address, delinquent returns, secured tax, penalty, and interest, and amended returns secured and year of returns. Key index, by block number, attached to report 536. (Daily, official.) 5 x 8 cards, 5 ft. 2 in., in 3 steel filing case drawers. R. 7, basement. (1211)

336. INDIVIDUAL INCOME TAX RETURNS, 1929 - 1933. Form 1040-A, filed with notice to individual taxpayers making income tax returns on Form 1040-A; also a questionnaire from the Department. Filed numerically. (Rarely, official.) 8 x 10 $\frac{1}{2}$ envelopes, 128 ft., in 64 steel filing case drawers. R. 7. (303)

337. RECAPITULATION OF WORK ACCOMPLISHED BY DEPUTY COLLECTORS, 1929 - 1934. Form 796, recapitulation of income taxes, miscellaneous taxes, and warrants for distraint; printed forms filled in with red and black ink, showing amount of taxes collected, penalties, and compromises. (Rarely, official.) 14 $\frac{1}{2}$ x 19 $\frac{1}{2}$ loose leaf books (6), 1 ft., on shelf in steel cabinet. R. 7. (103)

338. ACCOUNTS ABATED AS UNCOLLECTABLE AND PROOF OF CLAIMS, 1929 to date. Form 815, showing bankruptcy receiverships, records of claims, claims certified during month, amount claimed, abatement, credit, refund taxes, refund stamps, and date claim received by Collector and forwarded to bureau. Filed alphabetically. (Daily, official.) 3 x 5 cards, 6 in., in wooden filing case drawer. R. 110. (562)

339. BALANCES, OUTSTANDING, 1929 to date. Record of name and address of taxpayer, amount of outstanding balance, date and year, block number, year additional, tax amount, tax forwarded to date, and calendar year; a system of accounting of outstanding balances due on income tax. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 1 in., in 2 wooden filing case drawers. R. 110. (1415)

340. RECORD OF AUDIT OF FORMS 1040, CLOSED, 1930. Name of taxpayer and address, account number and data received from bureau, and date. Filed alphabetically. (Occasionally, official.) 5 $\frac{1}{2}$ x 8 $\frac{1}{2}$ record cards, 7 ft. 6 in., in 8 wooden filing case drawers. R. 110. (1803)

341. DAILY REPORTS OF FIELD DEPUTY COLLECTORS, 1930 - 1933. Nature of liability, form number, amount of remittance to Collector, how remitted, whether by check or money order, and the name and address of persons interviewed. (Daily, official.) 8 $\frac{1}{2}$ x 11 official forms, 12 ft. 6 in., in 8 steel filing case drawers. R. 7. (184)

342. EXTENSION OFFERS OF LIENS, BOARD OF TAX APPEAL CASES, 1930 to date. Form 1127, showing account number, name and address, date of assessment, lien number, lien filed and discharged, offer in compromise in lieu of income taxes, and extension of time. Cross index. (Daily, official.) 3 x 5 cards, 1 ft. 1 in., in wooden filing case drawer. R. 110. (266)

343. CLOSED WARRANTS AND RECORD OF WARRANTS FOR DISTRAINT, 1930 to date. Name and address, block number, kind of tax, list, date of issuance, date of receipt, date returned, final disposition, amount of tax due, penalty, interest and total, and amount paid. Cross index. (Daily, official.) 3 x 5 loose sheets, 1 ft. 2 in., in wooden filing case drawer. R. 110. (267)

344. CORPORATION INDEX, 1930 to date. General index and guide pertaining to the accounts on master cards; contains name and address, fiscal months, guide to master cards, and block numbers; also used as control. (Daily, official.) 3 x 5 cards, 1 ft. 5 in., in wooden filing case drawer. R. 110. (605)

345. CLAIMS PENDING AND RECORD OF CLAIMS, 1930 to date. Form 815, indicating claims certified during month, amount claimed, name, address, list, month, and year, date claim received by Collector, and forwarded to bureau, amount allowed, date of schedule, amount rejected, and number of same. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft., in wooden filing case drawer. R. 110. (767)

346. ADDITIONAL ASSESSMENTS, fiscal years 1931 - 1935. Record of name and address, amount of tax paid, amount of additional assessments, date received, and city or town in which corporation is located. Index. (Daily, official.) 3 x 5 cards, 11 ft. 3 in., in 6 steel filing case drawers. R. 110. (1185)

347. INFORMATION RETURNS, 1932. Form 1096, annual information returns, summary of reports of dividend payments of \$5.00 or more to a shareholder, and other income payments of \$1,000 or more to a single person, or of \$2,000 or more to a married person, with correspondence. (Yearly, official.) 8 x 10 sheets, 2 ft., in steel filing case drawer. R. 7. (600)

348. OWNERSHIP CERTIFICATES, 1932 - 1933. Form 1000, used by individual, fiduciary or partnership, in connection with interest on bonds of a domestic or resident corporation containing a tax free covenant; list debtor corporation, date interest was due, trustee or agent, and owner's name and address. (Yearly, official.) $3\frac{1}{2}$ x 8 bundles, 10 ft. 9 in., in 3 steel filing case drawers. R. 7. (132)

349. GENERAL FILE, 1932 - 1934. Documentary correspondence and orders from county recorders, sheriffs, and banks for stamps. (Monthly, official.) 9 x 12 folders, 2 ft., in steel filing case drawer. R. 7. (97)

350. CORRESPONDENCE, 1932 - 1934. (Rarely.) $8\frac{1}{2}$ x 11 covers, 1 ft. 10 in., in steel filing case drawer. R. 110. (488)

351. INDIVIDUAL INCOME TAX RETURNS, 1932 - 1934. Reports. (Daily, official.) $8\frac{1}{2}$ x 11 envelopes, 47 ft. 2 in., in 23 wooden filing case drawers. R. 110. (1181)

352. CORRESPONDENCE, OPEN, 1932 to date. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 3 ft. 7 in., in 2 steel filing case drawers. R. 110. (258)

353. RETURNS TO OTHER DISTRICTS, QUESTIONNAIRES, AND AFFIDAVITS, 1932 to date. Questionnaires and follow-up letters, correction sheets, and 1933 audit sheets. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 1 ft. 7 in., in wooden filing case drawer. R. 110. (601)

354. EXTENSION OF TIME TO PAY, 1932 to date. Name and address, date of extension and amount of time extended, date filed, and date due. Index. (Weekly, official.) 3 x 5 cards, 2 ft. 3 in., in 2 steel filing case drawers. R. 110. (1186)

355. POSTING SHEETS, INCOME TAX, Jan. 24, 1932 to date. Date, interest items, amounts of income, block number and page, total of postings, changing penalty, supplement and debit balance, and transfer. Filed numerically. (Daily, official.) 10½ x 14 loose leaf book, 2 in., in enclosed wooden counter on shelf. R. 110. (1809)

356. INFORMATION RETURNS, 1933. Form 1099, with correspondence from deputy collector, and letters from the Department; for statements from companies employing individuals. (Seldom, official.) 8 x 10½ paper packages, 2 ft., in steel filing case drawer. R. 7. (186)

357. REMITTANCE REGISTER, PROCESSING TAX, July 17, 1933 - June 30, 1934. Form 783, permanent record of money received from processing tax, filed under same system of block numbers as used in all files. Key index by block number attached to report 536. (Weekly, official.) 12 x 14 loose leaf books (2), 10 in., on enclosed steel shelf. R. 7. (42)

358. AUDIT SECTION RECORD OF FIELD INVESTIGATIONS, 1933 - 1935. Form 889: name, address, year, serial number and kind of return; original tax, increase or decrease, and correct liability. (Daily, official.) 5 x 8 cards, 2 ft. 2 in., in steel filing case drawer. R. 7, basement. (846)

359. DELINQUENT LIST, 1933 to date. Name and address, date of time delinquent, date filed, and date past due. (Monthly, official.) 3 x 5 cards, 8 in., in wooden filing case drawer. R. 110. (1296)

360. NOTICES TO INDIVIDUAL TAXPAYERS MAKING INCOME RETURNS ON FORM 1040-A OR PARTNERSHIP ON FORM 1065, Feb. 8 - Apr. 14, 1934. (Daily, official.) 7 x 8 loose leaf forms, 2 ft., in wooden filing case drawer. R. 7, basement. (138)

361. INVESTIGATIONS BY FIELD DEPUTIES, May 1934. Forms 1000 and 1099, investigation record, giving name and address, and form number for year indicated (1934), date forwarded to chief field deputy, delinquent returns secured, tax penalty and interest, amended returns secured, year taxed, and interest, penalties, and items. Filed alphabetically. (Occasionally, official.) 5½ x 8½ cards, 2 in., in wooden filing case drawer. R. 110. (1805)

362. QUESTIONNAIRE RETURNS NOT REQUIRED, 1934. Form 1099: to whom paid, block number and date, name and address, kind and amount of income paid, salaries, wages, fees, commission, and bonus. (Occasionally, official.) 8 x 11 loose leaf forms, 4 ft. 6 in., in 3 filing case drawers and in steel filing cabinet. R. 110. (1132)

363. RECORD OF INDIVIDUAL RETURNS, 1934. Forms 1040-A, 1065, and 1041, record of field investigations, showing name, address and year, serial number, kind of returns, original tax, income increase and decrease, correct tax, liability, and deputy signing reports. Filed alphabetically. (Weekly, official.) $5\frac{1}{2}$ x $8\frac{1}{2}$ cards, 1 in., in wooden filing case drawer. R. 110. (1807)

364. INVESTIGATIONS BY FIELD DEPUTIES, 1934. Record 1000 and 1099, showing name and address, form number for year indicated (1934), date forwarded to chief field deputy and results, delinquent returns secured, tax penalty and interest, amended returns secured, and tax payable. (Weekly, official.) $5\frac{1}{2}$ x $8\frac{1}{2}$ form cards, 8 in., in wooden filing case drawer. R. 110. (1804)

365. PARTNERSHIP FIDUCIARY, SUPPLEMENTAL, CORPORATION, AND INDIVIDUAL RETURNS, 1934. Form 1094, statement of items shown upon income tax return for calendar year, showing name and address of corporation, firm, or individual, total gross income, deduction and net income, total credit against net income for purpose of tax, tax payable, and signature. (Daily, official.) 4 x $9\frac{1}{2}$ loose leaf forms, 25 ft. 2 in., in 7 filing case drawers. R. 7, basement. (89)

366. POSTING FORMS AND WARRANTS FOR DISTRAINT, 1934 to date. Forms 1123 and 69, statements of income tax due, marked "paid" and posted to each account's credit. Filed chronologically and numerically. (Daily, official.) 3 x 8 loose leaves, 22 ft. 6 in., in 7 wooden filing case drawers. R. 110. (1633)

367. CERTIFICATES OF OVERASSESSMENTS, FOR INCOME TAX, 1934 to date. Letters to taxpayers from the deputy commissioner, listing amount over-assessed and amount abated, refunded, or credited to the account. Filed alphabetically. (Daily, official.) 8 x $10\frac{1}{2}$ loose leaves, 4 ft. 7 in., in 3 wooden filing case drawers. R. 110. (1960)

368. TAX DIVISION DAILY JOURNAL OF MISCELLANEOUS TRANSACTIONS, July 1, 1934 to date. Form 769. Showing date, transaction and amount, name, page, line and class of tax, summary and account number, taxes relisted on account of returned checks, transfers to other districts, and excess collections. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose leaf books, 9 in., on enclosed wooden counter on shelf. R. 110. (1964)

369. TAX BILL STATEMENTS OF INCOME TAX DUE FOR CALENDAR YEAR, 1935. Form 1123, statements made out complete with exception of the amount, which will be entered on them before they are mailed to the corporations from which the tax is due. (Daily, official.) $8\frac{1}{2}$ x 15 printed forms, 2 in., in steel filing case drawer. R. 110. (1370)

370. RETURNS OF PERSONAL HOLDING COMPANIES SUBJECT TO SURTAX UNDER SECTION 351 OF THE REVENUE ACT OF 1934, 1935. Form 1120-H, showing name and business address, street number, post office and state, adjusted net income, computation of tax, affidavit of the president or other principal officer, nature of gross income, statement of contributions, amount paid,

deductions claimed for amounts set aside to retire indebtedness, and rate of surtax. (Daily, official.) $9\frac{1}{2}$ x $16\frac{1}{2}$ sheets, 3 ft. 4 in., on enclosed wooden shelf. R. 110. (408)

371. INDIVIDUAL INCOME NO TAX RETURNS TO BE PROOFREAD FOR PERMANENT FILE, 1935. Form 1040-A, for net incomes of not more than \$5,000, indicating name and address, serial number, amount paid, occupation, income, deductions, and computation of tax. Index consists of courtesy mailing sheets. (Daily, official.) 8 x $10\frac{1}{2}$ loose leaf forms, 12 ft. 4 in., in 7 steel filing case drawers. R. 110. (1180)

372. CORRESPONDENCE, TEMPORARY, 1935. Correspondence regarding preliminary examination of individual income tax returns on Form 1040. Filed alphabetically. (Daily, official.) 10 x 12 folders, 1 ft. 3 in., in wooden filing case drawer. R. 110. (1332)

373. CORPORATIONS, NO TAX, 1935. Name and address of corporation, date received, and report. Filed alphabetically. (Weekly, official.) 12 x 19 bound statement books, 6 in., in wooden filing case drawer. R. 110. (483)

374. INDIVIDUAL INCOME TAX RETURNS, DUPLICATE, 1935. Form 1040: net income from salaries on wages of more than \$5,000, income from business, profession, rent or sale of property, name and address, commission fees, correspondence, computation of tax, deductions, affidavits or sworn statement; for summary of Form 1040 see addenda. Key index, by block number, attached to report 536. (Daily, official.) $9\frac{1}{2}$ x $16\frac{1}{2}$ loose leaves, 20 ft. 2 in., in bundles on top of steel files. R. 7, basement. (113)

375. CORPORATION INCOME AND EXCESS PROFIT TAX RETURNS, 1935. Form 1120: Date and year of incorporation under law, kind of business, foreign resident or non-resident, whether personal holding company, location, gross income deduction, computation of tax, date received, and affidavits or sworn statements. Key index by block number, attached to report 536. (Daily, official.) $9\frac{1}{2}$ x $16\frac{1}{2}$ loose leaf books, 6 ft. 2 in., in bundles on top of steel files. R. 7, basement. (148)

376. PARTNERSHIP RETURNS OF INCOME, 1935. Form 1065: Name and address of partnership, date of organization, gross income, deductions and partners shares of income and credits, partnership's report for expense paid for labor, tools, advertising, truck expense, and partners' salary, amount of liberty bonds, income from dividends, and cost of building repairs. (Daily, official.) $9\frac{1}{2}$ x 16 loose leaves, 6 ft. 1 in., on top of steel filing cases. R. 7, basement. (181)

377. INDIVIDUAL INCOME TAX RETURNS, 1935. Form 1040-A: name and address of individual making tax returns (arranged in block Form N1-120 to N1-185) for net income of not more than \$5,000 derived chiefly from salaries and wages; also of each single person making a salary of \$1,000 or more a year. (Weekly, official.) 8 x $10\frac{1}{2}$ bundles, 8 ft. 4 in., on top of filing case. R. 105. (202)

378. PRENTICE HALL FEDERAL TAX SERVICE, 1935 to date. Form and specimen returns, record of credits, assessments of tax, return and payment of tax, insurance, non residents, aliens and foreign corporation, estate and trust partnership, and limitation on assessment. (Weekly, official.) $7\frac{1}{2}$ x 10 vols., 1 ft. 5 in., on wooden open shelf. R. 110. (1189)

379. RECORD OF EXTENSION OF TIME, 1935. Record of extension of time for filing individual, partnership, and fiduciary returns of income tax for calendar year 1935; for various reasons an extension of time is granted by the Income Tax Division. (Semi-weekly, official.) 10 x 12 folders, 1 ft. 8 in., in wooden filing case drawer. R. 110. (1414)

380. MAILING SHEETS FOR CORPORATION NO TAX BLANKS, 1935. Lists of corporations from which a return will be required; five corporations' names and addresses on each sheet, cut into single sheets and used as mailing addresses in window envelopes. Filed alphabetically. (Daily, official.) 10 x 15 single sheets clipped together in bundles or groups, 5 in., in steel filing case drawer. R. 110. (1632)

381. PARTNERSHIP RETURNS, 1935. Form 1065: Name and address of partnership, date of organization, nature of organization, business or profession, gross income, shares of income and credits, expense paid for labor, tools, advertising, and trucks, and partner's salary. (Daily, official.) $9\frac{1}{2}$ x 16 loose leaf forms, 12 ft. 6 in., on top of steel filing case. R. 110. (1959)

382. INCOME TAX RECORDS, 1935 and fiscal year 1936. Form 7544, record of name and address of individuals and corporations making income tax returns; Forms 1040 and 1120 respectively are forwarded to the Commissioner when completed. Record is used to charge in and charge out income tax returns when it is necessary for a deputy collector to make an investigation of any case. Filed alphabetically. (Daily, official.) 6 x 16 loose leaf books and sheets, 3 ft. 4 in., in steel filing case drawer. R. 110. (2145)

383. CURRENT RETURNS, fiscal year 1935. All income tax returns are filed as they are received, and kept here pending preliminary examination; after the preliminary examination they are filed in their proper file according to the particular type of tax. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 2 ft., in wooden filing case drawer. R. 110. (1184)

384. SUPPLEMENTAL DOCUMENTS, TAX TRANSFER VOUCHERS, fiscal year 1935. Form 514, vouchers, and income tax returns transferred from other districts. Filed alphabetically. (Daily, official.) $3\frac{1}{2}$ x 8 loose leaves, 4 in., in wooden filing case drawer. R. 110. (1957)

385. INDIVIDUAL INCOME NO TAX RETURNS, 1935 to date. Form 1040. Filed alphabetically. Card index. (Daily, official.) $9\frac{1}{2}$ x 16 loose leaves, 13 ft. 3 in., in steel filing case drawers and on top of steel filing cabinet. R. 110. (1369)

386. DOCUMENTARY REGISTER, INCOME TAX, MISCELLANEOUS TAX, AND PROCESSING TAX, July 1, 1935 to date. Form 813, showing kind of tax, list, block, date, and section. (Daily, official.) 10 x 14 vols., 6 in., on top of steel filing case. R. 110. (1578)

387. MAILING SHEETS FOR SERIES 650,000 INDIVIDUAL INCOME TAX, 1935 to date. Mailing sheets, typed, containing five names and addresses of individuals making a no-tax return. Sheets will be cut up into single sheets which will be used in a window envelope to send out Forms 1040 for making income statements for the next fiscal year. (Daily, official.) 10 x 15 loose leaves, 3 ft. 4 in., in steel filing case drawer, and on top of steel filing cabinets. R. 110. (1131)

388. CORPORATION INCOME NO-TAX RETURNS, GREEN DUPLICATES, 1935 to date. Form 1120, giving corporation name and business address, gross income, deductions and computation of tax, gross sales less cost of goods sold, gross profits from sales and receipts less cost of operations, interest on loans, notes, mortgages, bonds, bank deposits, rents, royalties, capital gain or loss, dividends on stock, and other income. Alphabetical card index. (Daily, official.) 10 x 16 loose leaves, 8 ft. 2 in., temporarily filed in various parts of rooms for checking returns. R. 110. (1133)

389. CORRESPONDENCE OPEN, 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in wooden filing case drawer. R. 110. (748)

390. CORRESPONDENCE, 1935 to date. Individual income tax returns on Form 1040-A, together with the correspondence necessary in each case to amend the amount of tax paid; also schedules of farm income and expenses on Form 843, filed with the Collector where assessments were made. Filed alphabetically. (Never,) $8\frac{1}{2}$ x 11 folders, 4 ft., in 3 steel filing case drawers. R. 110. (262)

391. SCHEDULE OF INCOME TAX REFUNDS AMOUNTING TO TWENTY DOLLARS OR LESS, 1935 to date. Form 7809-A: name and address of taxpayer, amount assessed, amount paid, and correct tax liability. (Daily, official.) 9 x $11\frac{1}{2}$ vols., 7 in., on wooden enclosed shelf. R. 110. (563)

392. YELLOW INDEX CARDS, DUPLICATES FOR SERIES 40, 60, 20, 25 and 80, 1935 to date. Name and address of taxpayers on income, 5 names on each sheet, together with series number assigned to each. Filed alphabetically. (Daily, official.) 6 x 16 sheets, 2 ft. 6 in., in steel filing case drawer. R. 110. (1160)

393. INCOME TAX RETURNS UNDER CORRESPONDENCE, Mar. - May 1936. Returns executed wrongly and now require correspondence in order that the proper returns be made. (Daily, official.) $8\frac{1}{2}$ x 12 clipped papers, 3 in., in wooden filing case drawer. R. 110. (1187)

394. SUSPENSE ACCOUNT, Apr. and May 1936. Unidentified account Forms 9-B, 9-C, and 9-D; 9-B is the individual report, 9-C is the corporation report, and 9-D is the revenue agent's report. (Daily, official.) $8\frac{1}{2}$ x 12 clipped papers, 2 ft. 1 in., in wooden filing case drawer. R. 110. (486)

395. AUDIT FOLLOW UP FILE, INCOME TAX, Apr. 23 - May 14, 1936. Powers of attorney and correspondence on income tax returns. (Daily, official.) $8\frac{1}{2}$ x 11 loose papers, 1 ft. 3 in., in wooden filing case drawer. R. 110. (1188)

396. NO TAX RETURN REPORTS, Mar. 1936 to date. Printed form, giving financial report of income and exemptions from tax. Arranged chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose leaf books, 1 ft. 6 in., in wooden filing case drawer. R. 110. (1297)

397. TEMPORARY AUDIT SECTION RECORD OF FIELD INVESTIGATIONS OF FORM 1940-A RETURNS, 1936. Field investigation returns, giving name and address, year and serial number, kind of returns, date forwarded to chief field deputy, correct tax liability, date returned, original tax increase and decrease, and name of deputy signing reports. Filed alphabetically. (Daily, official.) $5\frac{1}{2}$ x $8\frac{1}{2}$ cards, 3 in., in wooden filing case drawer. R. 110. (1806)

398. STATEMENTS OF INCOME TAX DUE FROM INDIVIDUALS, 1936. Statements of income tax installments due from individuals, filled in with the name and address of the taxable parties as well as the serial number of each, but the taxable amount due will be filled in before they are mailed. (Daily, official.) $8\frac{1}{4}$ x 15 loose forms, 2 ft., in steel filing case drawer. R. 110. (264)

399. STATEMENTS OF INCOME TAX DUE, 1936. Form 1123, showing name and address of taxpayer, date received, lost credit, unpaid balance, account number and remarks, and date installment must be paid. (Daily, official.) 3 x 8 sheet forms, 2 ft. 2 in., in steel filing case drawer. R. 110. (98)

400. FISCAL CARDS, INCOME TAX, CORPORATION, fiscal year 1936. Form 649, showing extension granted, gross and net income, income tax and penalty, total tax, name of president and treasurer, date of organization and state organized in, kind of business, month, and year. Filed alphabetically. (Daily, official.) 5 x 8 master cards, 1 ft. 4 in., in wooden filing case drawers. R. 110. (484)

401. 30-DAY LETTERS, Apr. 1, 1936 to date. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 6 in., in wooden filing case drawer. R. 110. (1333)

402. DOCUMENT REGISTER, Jan. 1, 1936 to date. Form 813: Kind of tax, list, block, date, tax and interest, individual and corporation supplements, returns filed and interest unidentified and unidentified tentative, miscellaneous total, and grand total. Filed alphabetically. (Daily, official.) $10\frac{1}{2}$ x 14 vol., 1 in., on enclosed wooden counter. R. 110. (1810)

Miscellaneous Tax Division

403. CIGAR AND TOBACCO MANUFACTURERS' BONDS AND SWORN STATEMENTS, 1903 to date. Forms 36 $\frac{1}{2}$, 36, 40, and 71: description of premises in which they are housed, stating what they intend to manufacture and number of employees. Filed alphabetically. (Daily, official.) 4 x $8\frac{1}{2}$ folded documents, 1 ft. 2 in., in 2 wooden filing case drawers. R. 101. (1174)

404. BOND AND TOBACCO RECORD, 1905 to date. Form 685, record of bonding, sureties, factory number, and date of inventory of tobacco companies; and Form 10, record of taxpayers on tobacco (1932 -). (Daily, official.) 3 x 5 loose leaves, 9 in., in wooden filing case drawer. R. 101. (123)

405. POWERS OF ATTORNEY FROM WHOLESALE DEALERS IN OLEOMARGARINE, 1914 to date. Powers of attorney to individuals by wholesale dealers in oleomargarine, permitting the individual to sign returns on sales of oleomargarine to retail dealers. Filed alphabetically. (Semi-weekly, official.) 3 $\frac{1}{2}$ x 9 folded documents, 1 ft. 1 in., in 2 wooden filing case drawers. R. 101. (44)

406. MONTHLY STAMP REPORT, 1918 - 1933. On revenue stamp sales. (Yearly, official.) 3 x 5 bundles (3), 9 in., on enclosed steel shelf. R. 7. (348)

407. TOBACCO TAX CORRESPONDENCE, 1919 - 1928. Between Bureau and tobacco manufacturers. (Never.) 9 x 11 folders, 2 ft., in steel filing case drawer. Dirty. R. 7. (429)

408. PROHIBITION CASES, 1920 - 1927. Reports and correspondence certificates of discharge of tax liens under internal revenue laws, notices of tax liens, report of uncollectable taxes, and report on illegal manufacture of intoxicants. (Never.) 9 x 12 folders, 8 ft., in steel filing case drawer. Brittle, dirty. R. 7. (174)

409. CLAIMS FILED BY TAXPAYERS FOR ABATEMENT OR REFUND, Jan. 1921 to date. Typed record on a form filled in by the taxpayer or revenue officer. Alphabetical card index. (Semi-weekly, official.) 8 x 10 forms, 3 ft. 7 in., in 4 wooden filing case drawers. R. 101. (134)

410. NARCOTIC CASES, CLOSED, 1924 - 1927. Letters between Bureau officials and defendants; reports from agents showing manner in which evidence was obtained, amount of narcotics sold, to whom, and date of sale; Form 689, showing final disposition; and Form 656, offers in compromise. (Twice weekly, official.) 10 x 12 folders, 2 ft., in steel filing case drawer. Dirty, damaged by careless handling. R. 7. (191)

411. TOBACCO TAX CORRESPONDENCE, Jan. 1924 to date. With concerns that are to be established, already in business, and those no longer in business. (Daily, official.) 8 $\frac{1}{2}$ x 11 folders, 2 ft. 8 in., in 2 wooden filing case drawers. R. 101. (308)

412. SPECIAL TAX RETURNS, 1925 - 1935. Form 11, revised, for wholesale and retail dealers in fermented liquor, wholesale and retail dealers in uncolored oleomargarine, cigar and tobacco manufacturers, mixed flour, bowling, and billiards, give proprietor's name and address, if a corporation, name and address, title of each officer, and sworn date and signature and year filed; also Form 277, for playing cards. Cross indexed by block numbers. Filed alphabetically. (Daily, official.) 5 x 8 cards, 24 ft., in 20 wooden filing case drawers. R. 7, basement. (170)

413. RECEIPTS FOR TAXES COLLECTED, DUPLICATE, 1925 - 1935. Form 809, receipts for miscellaneous taxes and distilled spirits taxes collected by deputy collectors. (Weekly, official.) $3\frac{1}{2}$ x $7\frac{1}{2}$ receipts, 2 ft., on 2 shelves in steel cabinet. R. 7. (115)

414. OFFERS IN COMPROMISE ACCEPTED AND REJECTED, Jan. 1925 to date. For violations of laws or assessments. Card index. (Daily, official.) 3 x 5 cards, 4 ft. 4 in., in 4 wooden filing case drawers. R. 101. (137)

415. PAYMENTS OF SALE OF TOBACCO, ESTATE, MISCELLANEOUS, AND CAPITAL STOCK, Jan. 1926 - Jan. 1931. Form 17, notice and demand for income tax, a ten-day notice to avoid further penalty and interest; shows amount to be paid, date, name and address, Collector, paid stamp, description, per cent on admissions and dues, items and assessment tax and interest assessed; return form with remittance, estate tax receipt Form 803, shows Collector, district, date of death, deficiency tax, rate of interest, total, amount of payment received, and warrants. Filed alphabetically, and chronologically. (Daily, official.) $3\frac{1}{2}$ x 11 loose leaves, 3 ft. 7 in., in 3 wooden filing case drawers. R. 7, basement. (90)

416. CORRESPONDENCE AND FORMS, Jan. 1927 - Dec. 1933. Forms 810, 810-A, 810-B, and 811, 811-A, and 811-B, with monthly letters of transmittal to the Commissioner, stating names of manufacturers and wholesalers of taxable narcotic drugs. $8\frac{1}{2}$ x 11 folders, 5 in., in wooden filing case drawer. R. 101. (309)

417. TAX ON ADMISSION AND DUES, 1928 - 1930. Form 729, for lease of boxes and seats, golf and country clubs, opera houses and athletics, roof gardens, cabarets and similar entertainments, fishing and hunting, initiation fees, and life membership, shows total tax collected and amount due. Key index, by block number, attached to report 536. (Weekly, official.) 4 x $8\frac{1}{2}$ loose leaves, 4 in., in wooden filing case drawer. R. 7, basement. (146)

418. DISTILLED SPIRIT LISTS COVERING PAYMENT OF ASSESSMENTS, Oct. 1929 to date. Lists of taxpayers' receipts and date of assessments. Filed alphabetically. (Semi-weekly, official.) 4 x 9 loose forms, 1 ft. 3 in., in wooden filing case drawer. R. 101. (192)

419. TRANSFER VOUCHERS, Oct. 1929 to date. Form 514, for miscellaneous and distilled spirit taxes transferred to and from other districts. (Semi-weekly, official.) $3\frac{1}{2}$ x 8 loose papers, 3 in., in wooden filing case drawer. R. 101. (188)

420. MISCELLANEOUS DOCUMENTS COVERING PAYMENT OF ASSESSMENTS, Oct. 1929 to date. Miscellaneous receipts. Filed alphabetically. (Daily, official.) 4 x 9 loose papers, 3 ft. 3 in., in 3 wooden filing case drawers. R. 101. (564)

421. ORDERS FOR STAMPS, CIGARS AND TOBACCO, LARGE AND VARIOUS CLASSES, 1930 - 1931. Forms 168 and 172, show denomination, total value, date received with remittance, factory number, date, name and address. Key index,

by block number, attached to Form 536. (Occasionally, official.) 4 x 8 loose leaf forms, 2 ft. 6 in., in 2 wooden filing case drawers. R. 7, basement. (168)

422. MISCELLANEOUS TAX CORRESPONDENCE, 1930 - 1934. Regarding all taxes that come under Miscellaneous Tax Division; with business firms. (Weekly, official.) 10 x 12 folders, 22 ft., in 12 steel filing case drawers. Brittle. R. 7. (430)

423. NARCOTIC INVENTORIES, 1930 - 1934. Form 713, showing name of person or firm, address and affidavit of person making report, and names and description of drugs or preparations and quantity. (Twice weekly, official.) 10 x 12 folders, 20 ft., in 10 steel filing case drawers. Papers dirty. R. 7. (190)

424. TOBACCO INVENTORIES, Jan. 1930 - Dec. 1935. Record 11 and 13, cigar and tobacco inventories and returns from manufacturers. Card index. (Daily, official.) 9 x 15 loose leaf books and bundles, 5 ft. 2 in., in wooden filing case drawer. R. 101. (195)

425. BONDS OF CIGARS AND TOBACCO MANUFACTURERS, CANCELLED, Jan. 1, 1930 to date. Filed alphabetically. (Rarely, official.) 4 x 8½ folded documents, 2 ft. 2 in., in wooden filing case drawer. R. 101. (433)

426. REPORT ON EXAMINATION OF CIGAR AND TOBACCO FACTORIES, Jan. 1931 - Dec. 1935. (Yearly, official.) 8 x 10½ folders, 4 in., in 3 wooden filing case drawers. R. 101. (172)

427. OLEOMARGARINE TAXPAYER RECORD, July 1931 to date. Record of licensed retailers and wholesalers of oleomargarine. Filed alphabetically. (Daily, official.) 3 x 5 loose papers, 14 ft. 5 in., in 12 wooden filing case drawers. R. 101. (456)

428. ORDERS FOR STAMPS, CIGARS AND TOBACCO, Jan. 1932 - Dec. 1934. Forms 168 and 172. (Daily, official.) 3½ x 8 loose leaves, 3 ft. 1 in., in 2 wooden filing case drawers. R. 101. (187)

429. RETURNS ON SOFT DRINKS, 1932 - 1934, (Monthly, official.) 4 x 8 official forms, 18 ft., in 16 wooden drawers, R. 7, (448)

430. MONTHLY RETURNS OF MISCELLANEOUS AND SALES TAXPAYERS, June 1932 to date. Forms 726, 727, 728 and 729, record of taxes due and paid monthly from admissions, dues, safety deposit boxes, lubricating oils, brewers' wort, malt and grape products, matches and gasoline, electrical energy, telegraph and telephone facilities, and oil pipe lines; also manufacturers' excise tax. Filed alphabetically. (Daily, official.) 3¾ x 8 loose forms, 54 ft. 7 in., in 14 steel filing case drawers. R. 101. (301)

431. CAPITAL STOCK TAX INDEX, 1933 to date. Name of state in which organized, date of organization, district return for previous year filled in, kind of business, special deposit account, and name and address of business. Index in reference to the master card file in this office. (Daily, official.) 3 x 5 card, 40 ft., in 20 wooden filing case drawers. R. 110. (1329)

432. CORRESPONDENCE, 1933 to date. In regard to processors in other districts or packers and millers who have branches in other districts, with general correspondence in regard to the processing tax. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 2 ft., in steel filing case drawer. R. 105. (1356)

433. ASSESSMENT LISTS, Jan. 1933 to date. Miscellaneous and alcohol tax lists. Filed chronologically. (Daily, official.) $11\frac{1}{2}$ x 13 loose leaf books, 4 ft. 1 in., in steel cabinet. R. 101. (283)

434. MISCELLANEOUS CORRESPONDENCE, 1933 to date. On tobacco, cotton, and sugar. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 8 ft. 2 in., in 10 steel filing case drawers. R. 105. (46)

435. PAPER AND JUTE PRODUCT RETURNS, 1933 to date. Inventory and return. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheet forms, 1 ft. 5 in., in steel filing case drawer. R. 105. (458)

436. INSPECTION REPORTS OF FIELD DEPUTIES' EXAMINATIONS, 1933 to date. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 15 ft. 1 in., in 5 steel filing case drawers. R. 105. (1088)

437. PRODUCERS' AFFIDAVITS, 1933 to date. PT Form 29, return of reports; when processor kills hogs or grinds grain for producer, he is entitled to a refund. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 6 ft., in 3 steel filing case drawers. R. 105. (1361)

438. COTTON PRODUCTS, RETAIL, 1933 to date. PT Form 42, returns on cotton products held for sale or other disposition by a person other than one engaged in retail trade, if held by him elsewhere than in his separate retail stock. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 63 ft. 6 in., in 32 steel filing case drawers. R. 105. (1085)

439. PROCESSING TAX ON HOGS, RETAIL, Dec. 1933 to date. PT Forms 34 and 44, returns on hogs held for sale or other disposition by a person other than one engaged in retail trade, if held by him elsewhere than in his separate retail stock. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 5 ft. 6 in., in steel filing case drawers. R. 105. (1086)

440. RECEIPT AND ABATEMENT FILE, 1933 to date. PT Form 1, for abatements allowed on claims of processors. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 7 ft. 1 in., in steel filing case drawers. R. 105. (1090)

441. PAPER PRODUCTS, NO TAX, 1933 to date. PT Form 44, returns. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets. 17 ft. 1 in., in 7 steel filing case drawers. R. 105. (1092)

442. DRAW BACK CLAIMS, 1933 to date. PT Form 27-A; covers goods exported upon which the tax has been paid and the exporter is entitled to a refund. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 1 ft. 3 in., in steel filing case drawer. R. 105. (1116)

443. PROCESSING TAX ON CORN, 1933 to date. PT Form 3, processing tax paid on corn. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 4 ft., in 2 steel filing case drawers. R. 105. (1117)

444. PROCESSORS, MONTHLY RETURNS, 1933 to date. Card index. (Monthly, official.) $8\frac{1}{2}$ x 11 sheet forms, 3 ft. 4 in., in 2 steel filing case drawers. R. 105. (1118)

445. PROCESSING TAX ON HOGS, 1933 to date. PT Form 4, reports from processors of pork products. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 17 ft. 9 in., in 14 steel filing case drawers. R. 105. (1143)

446. PROCESSING TAX ON WHOLESALE WHEAT, NO TAX, 1933 to date. PT Form 31, reports on commodities subject to processing tax. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 5 ft., in 3 steel filing case drawers. R. 105. (1360)

447. PROCESSING TAX ON RETAIL COTTON, 1933 to date. PT Form 42, returns. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 12 ft., in 6 steel filing case drawers. R. 105. (1366)

448. PROCESSING TAX ON WHOLESALE COTTON, NO TAX, 1933 to date. PT Form 32, returns. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 1 ft., in steel filing case drawer. R. 105. (1368)

449. PROCESSING TAX ON PAPER, NO TAX, 1933 to date. PT Form 32-A, returns. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 1 ft., in steel filing case drawer. R. 105. (1367)

450. PROCESSING TAX ON CORN, HOGS, AND TOBACCO, NO TAX, 1933 to date. PT Forms 33, 34, and 36, returns. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 1 ft., in steel filing case drawer. R. 105. (1364)

451. PROCESSING TAX ON RETAIL CORN, NO TAX, 1933 to date. PT Form 43, returns. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 2 ft., in steel filing case drawer. R. 105. (1363)

452. PROCESSING TAX ON TOBACCO, 1933 to date. PT Form 6, returns. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheet forms, 1 ft. 10 in., in steel filing case drawer. R. 105. (48)

453. PROCESSING TAX ON RYE, 1933 to date. PT Form 7, returns. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheet forms, 5 in., in steel filing case drawer. R. 105. (47)

454. PROCESSING TAX ON BURLEY TOBACCO, 1933 to date. PT Forms 36 and 36-A, inventory and return on tobacco held for sale or other disposition by a person other than one engaged in retail trade, if held by him elsewhere than in his separate retail stock. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheet forms, 15 ft. 8 in., in 4 steel filing case drawers. R. 105. (1083, 1096, 1362)

455. PROCESSING TAX ON WHEAT PRODUCTS, RETAIL, 1933 to date. PT Form 41, products held for sale or other disposition by a person other than one engaged in retail trade, if held by him elsewhere than in his separate retail stock. Card index. (Daily, official.) $8\frac{1}{2}$ x 11 sheet forms, 11 ft. 4 in., in 9 steel filing case drawers. R. 105. (1084 and 1365)

456. FLOOR TAX ON TAXABLE SUGAR, 1933 to date. PT Forms 38 and 38-A, for abatements allowed on claims of processors. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 17 ft. 1 in., in 4 steel filing case drawers. R. 105. (1087 and 1095)

457. PROCESSING TAX ON RETAIL SUGAR, 1933 to date. PT Form 48, for abatements allowed on claims to processors. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 20 ft. 1 in., in 5 steel filing case drawers. R. 105. (1089 and 1094)

458. FLOOR TAX ON TOBACCO, TAXABLE, 1933 to date. PT Form 46, for abatements allowed on claims of processors. Card index. (Weekly, official.) $8\frac{1}{2}$ x 11 sheets, 31 ft. 2 in., in 10 steel filing case drawers. R. 105. (1091 and 1093)

459. CAPITAL STOCK TAX, FOREIGN AND DOMESTIC CORPORATIONS, 1934 - 1935. Forms 715 and 707, showing name and address, state in which organized and date, district return for previous year filed, kind of business and special deposit account, extension granted and returns filed, adjusted declared value of capital stock, tax due, and penalty. Filed alphabetically. (Daily, official.) 5 x 8 cards, 7 ft. 10 in., in 3 wooden filing case drawers. R. 110. (566)

460. DELINQUENT CAPITAL STOCK TAX, 1934 - 1935. Form 715: name and address of delinquents, date of organization, state in which organized, district returns for previous years filed in and kind of business, value of capital stock, tax due, penalty, and schedule number. Filed alphabetically and chronologically. (Daily, official.) 5 x 8 cards, 3 in., in wooden filing case drawer. R. 110. (604)

461. PROCESSING TAX LIST, 1934 to date. Form 23 C, list of firms and corporations, name of bookkeepers, excess collections, returns filed, total tax, and date received. (Monthly, official.) 12 x 13 vols., 4 ft. 4 in., in 3 steel filing case drawers. R. 12, basement. (1183)

462. PROCESSING TAX, 1934 to date. Form 230, list of firms and corporations, name of bookkeeper, excess collections, returns filed, total tax, and date received. (Monthly, official.) 12 x 13 vols., 4 ft. 4 in., in steel filing cabinet. R. 12, basement. (296)

463. CAPITAL STOCK TAX RETURNS, DELINQUENT, June 30, 1934 to date. Form 707, for 1935. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 6 in., in wooden filing case drawer. R. 110. (749)

464. WARRANTS FOR DISTRAINT, July 1934 to date. Form 69, for collection of miscellaneous tax. Card index. (Daily, official.) 4 x 8 loose forms, 3 ft. 8 in., in 4 wooden filing case drawers. R. 101. (432)

465. PROCESSING TAX RETURNS, 1934 to date. PT Form 230, showing name of firm, name of bookkeeper, excess collections, returns filed, total tax, and date received. (Monthly, official.) 12 x 13 folders, 4 ft. 4 in., in 2 steel filing case drawers. R. 12, basement. (1373)

466. DELINQUENT AFFIDAVITS AND OFFERS IN COMPROMISE, 1935. Form 656, submitted by taxpayers in lieu of penalties that would be assessed against them for not filing returns for taxes. (Daily, official.) $7\frac{1}{2}$ x 12 folders, 2 ft. 11 in., in 3 wooden filing case drawers. R. 101. (171)

467. FINAL RETURNS OF CAPITAL STOCK TAX, DOMESTIC CORPORATIONS, 1935 to date. Form 707, showing name and address of corporation, city, town and state of the principal place of business, computation of tax, adjusted value of entire capital stock, and district in which filed. (Daily, official.) $8\frac{1}{2}$ x 11 sheets, 4 in., on enclosed wooden shelf. R. 110. (1440)

468. OLEOMARGARINE TAX ACCOUNTS, CLOSED CORRESPONDENCE, 1935 to date. Wholesale dealer returns on oleomargarine sales to retailers, with all necessary correspondence. Filed alphabetically. (Daily, official.) 10 x $11\frac{1}{2}$ folders, 2 ft. 8 in., in 2 wooden filing case drawers. R. 101. (1173)

469. COAL TAX RECORD, Nov. 1, 1935 to date. Relates to the Guffey Coal Bill. (Semi-weekly, official.) 3 x 5 loose cards, 1 ft. 3 in., in wooden filing case drawer. R. 101. (350)

470. MISCELLANEOUS TAX CORRESPONDENCE, 1935 to date. General correspondence on miscellaneous tax items. Filed alphabetically. (Daily, official.) 10 x $11\frac{1}{2}$ folders, 4 ft. 2 in., in 9 wooden filing case drawers. R. 101. (173)

471. COAL TAX RETURNS, Nov. 1935 to date. From producers of coal, giving tons of coal sold, aggregate price received, tax due, and affidavits from the producers made out on Form 1. Filed alphabetically. (Weekly, official.) $8\frac{1}{2}$ x $10\frac{3}{4}$ loose forms, 3 in., in wooden filing case drawer. R. 101. (431)

472. HOLD-UP CORRESPONDENCE, fiscal year 1936. General and miscellaneous correspondence on unfinished business; when business is finished, correspondence is filed in general correspondence file. Filed alphabetically. (Daily, official.) 10 x $11\frac{1}{2}$ folders, 1 ft. 5 in., in wooden filing case drawer. R. 101. (1172)

Estate Tax Section

473. TAXPAYERS' RECEIPTS, DUPLICATES, Dec. 1917 - June 1934. Form 880, for estate and gift taxes. (Daily, official.) $3\frac{1}{4}$ x 11 loose forms, 5 ft. 11 in., in 4 wooden filing case drawers. R. 101. (194)

474. ESTATE AND GIFT CARD RECORD OF CLOSED CASES, 1917 to date. Forms 842 and 842-A, record of filings of estate tax and gift tax in specific cases which have been closed by the payment of the tax. Filed alphabetically. (Occasionally, official.) 5 x 8 $\frac{3}{4}$ forms between alphabetic dividers, 8 ft. 7 in., in 4 wooden filing case drawers. R. 101. (139)

475. ESTATE TAX CORRESPONDENCE, 1921 - 1933. General correspondence with attorney or executor of estates. (Yearly, official.) 9 x 12 folders, 30 ft., in 17 steel filing case drawers. Brittle, dirty. R. 7. (96)

476. FIDUCIARY INCOME TAX RETURNS, 1925 - 1932. Form 1041. Filed alphabetically. (Occasionally, official.) 9 $\frac{1}{2}$ x 16 loose leaves, 8 ft., in 4 steel filing case drawers. R. 110. (93)

477. ESTATE AND GIFT TAX RECORD, 1932 to date. Forms 842 and 842-A, record of filings of estate tax and gift tax in specific cases, giving the name and address of parties taxed, with assessments, payments, and claims filed. Filed alphabetically. (Daily, official.) 5 x 8 $\frac{1}{2}$ cards, 10 in., in 2 wooden filing case drawers. R. 101. (140)

478. ESTATE TAX CORRESPONDENCE, 1934 - 1936. Filed alphabetically. (Daily, official.) 10 x 11 $\frac{1}{2}$ folders, 8 ft. 9 in., in 6 wooden filing case drawers. R. 101. (307)

479. FIDUCIARY RETURNS OF INCOME, 1935. Form 1041, showing name of estate or trust, name and address of fiduciary, income from trade or business, deductions from bad debts, fire, or storm, beneficiaries' shares of income and credits, nontaxable obligations, income from rents, royalties, dividends, and capital gain, and losses from sales or exchange. (Weekly, official.) 9 $\frac{1}{2}$ x 16 loose leaf forms, 3 ft. 4 in., in 3 steel filing case drawers. R. 110. (1958)

ALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR IN CHARGE
Federal Office Bldg., 5th and Court Ave.

This office was established Sept. 8, 1934, and is under the jurisdiction of the Supervisor of District 12, Saint Paul, Minnesota. Quarters were secured in the present location. The jurisdiction of this office extends to Iowa only. There has been no administrative change. Weekly activity reports are mailed to Washington, D. C., on Form 451. Copies of all other reports are sent to Saint Paul, Minnesota, and from there to Washington, D. C.

480. CORRESPONDENCE, 1934 to date. Investigator's reports and correspondence. Filed alphabetically. (Daily, official.) 9 x 11 folders, 7 ft. 8 in., in 3 steel filing case drawers. R. 407. (240)

481. INVESTIGATORS' DAILY REPORTS, Aug. 1934 - Jan. 1936. (Never.) 8 x 11 paper packages, 5 ft. 7 in., on open wooden shelf and in pasteboard box. Dirty. R. 406, storage. (216)
482. SOUTHERN IOWA CLOSED CASES, Aug. 1934 to date. Detailed case reports with correspondence; information on a defendant is filed in folder. Filed numerically as reported by investigator. Card index. (Daily, official.) 8 x 11 folders, 5 ft. 5 in., in 3 metal filing case drawers. R. 407. (228)
483. SOUTHERN IOWA OPEN CASES, Jan. 1934 to date. Detailed case reports, with correspondence; information on a defendant is filed in a folder containing the same information found in St. Paul, Minnesota office and in Washington, D. C. Folders are filed numerically. Card index. (Daily, official.) 8 x 11 folders, 3 ft. 10 in., in 2 steel filing case drawers. R. 407. (229)
484. NORTHERN IOWA CLOSED CASES, Aug. 1934 to date. Detailed case reports with correspondence; information about a defendant is filed in a folder. Folders are filed numerically according to the time the case was reported by the investigator. Card index. (Daily, official.) 8 x 11 folders, 3 ft. 3 in., in 2 metal filing case drawers. R. 407. (232)
485. PRODUCTION REPORTS, 1934 to date. Form 451, weekly and monthly reports; weekly activity and problem reports. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 2 ft. 2 in., in steel filing case drawer. R. 407. (210)
486. PRODUCTION REPORTS, 1934 to date. Weekly and monthly reports and efficiency reports; record of name and address of person having raw material for sale, the purpose of which is to prevent its illegitimate use. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 6 ft. 2 in., in 4 steel filing case drawers. R. 407. (1299)
487. GENERAL FILE, Aug. 1934 to date. Correspondence and personal file of investigators. (Daily, official.) 8½ x 11 folders, 9 ft. 7 in., in 6 metal filing case drawers. R. 407. (489)
488. MISCELLANEOUS FILE, Aug. 1934 to date. Record of fingerprints, photographs, credentials, automobile and typewritten property lists. (Weekly, official.) 3 x 5 cards and photographs, 5 in., in wooden filing case drawer. R. 407, north. (213)
489. LISTS OF RETAIL LIQUOR DEALERS, Aug. 1934 to date. (Daily, official.) 3 x 5 cards, 8 in., in 2 steel filing case drawers. R. 407. (214)
490. RECORD OF SEIZED AUTOMOBILES, Aug. 1934 to date. Record of seizure and disposal of automobiles used in illegal transportation of alcohol or alcoholic beverages. (Weekly, official.) 3 x 5 cards, 2 in., in wooden filing case drawer. R. 407. (215)

491. NORTHERN IOWA OPEN CASES, Jan. 1934 to date. Detailed cases, reports, and correspondence. Information on a defendant is filed numerically. Card index. (Daily, official.) 8 x 11 folders, 3 ft. 3 in., in 2 steel filing case drawers. R. 407. (487)

492. RECORD OF CASES COMPLETED, 1934 to date. Description of violation, date reported to United States Attorney, principal defendant, total prison sentences, and total fines. Filed alphabetically. (Daily, official.) 16½ x 21½ loose leaves, 4 in., in steel filing case drawer. R. 407. (1193)

493. VIOLATION LOCATION RECORD, Aug. 1934 to date. Indexed record of violation of Alcohol Tax Law. Cards arranged in alphabetical order and numbered to correspond with history file; divided into northern and southern Iowa. (Daily, official.) 3 x 5 cards, 9 in., in 2 wooden filing case drawers. R. 407. (211)

494. MISCELLANEOUS FILE, Aug. 1934 to date. Pending and closed cases; record of seized property, other than automobiles; sugar and yeast information; and index to property. (Daily, official.) 5 x 8 cards, 4 in., in metal filing case drawer. R. 407. (212)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE

495. ESTATE VALUATIONS, 1926 to date. Form 706, made in Omaha, Nebraska, and sent to the revenue agent here for investigation regarding valuation of estates; upon completion of investigation this report is returned to Omaha. (Yearly, official.) 10 x 12 envelopes, 2 ft., in steel filing case drawer. R. 412 A. (439)

496. QUOTATIONS, 1926 to date. Market quotations on stocks and bonds. (Weekly, official.) 10 x 12 envelopes, 3 ft., in 2 steel filing case drawers. R. 412 A. (441)

497. MISCELLANEOUS, 1926 to date. Reports on collections, showing if tax has been paid. (Never.) 10 x 12 envelopes, 1 ft. 7 in., in steel filing case drawer. R. 412 A. (578)

498. REPORTS, 1926 to date. On examinations of estates, listing stocks, bonds, real estate, and money. (Yearly, official.) 10 x 12 envelopes, 2 ft., in steel filing case drawer. R. 412 A. (440)

499. REPORTS, 1926 to date. On estates. (Yearly, official.) 10 x 12 envelopes, 3 ft. 6 in., in 2 steel filing case drawers. R. 412 A. (442)

500. GENERAL CORRESPONDENCE, 1926 to date. Also work reports. (Weekly, official.) 10 x 12 envelopes, 1 ft. 8 in., in steel filing case drawer. R. 412 A. (438)

.501. GENERAL CORRESPONDENCE, 1930 to date. Office correspondence, reports, and personal correspondence exchanged between this and the Omaha, Nebraska, office. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose sheets, 1 ft. 2 in., in wooden filing case drawer. R. 416. (629)

502. INCOME TAX RETURNS, year 1934. Corporation income and excess profits returns, fiduciary and partnership returns, and letters transmitting report of field examination to the Commissioner. (Frequently, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ folders, and loose leaf books, 2 ft., in 2 steel filing case drawers. R. 418. (597)

DUBUQUE

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR

Court House and Post Office 6th and Locust Sts.

This office was established in 1921. Quarters were first secured in the old Post Office Building, and in 1934 moved to the present location. The jurisdiction of this office extends to seven counties. All reports are sent to Des Moines.

503. INDEX, 1926 - 1933. Name of party, county, and number of case. (Rarely, official.) 2 x 4 cards, 64 ft., in 32 wooden card cabinets. R. 308. (366)

504. CORRESPONDENCE, 1921 - 1930. Correspondence regarding violators of internal revenue law in liquor cases. (Rarely, official.) 18 x 30 envelopes, 24 ft., in 8 wooden drawers in card cabinets. R. 308. (412)

505. GENERAL CORRESPONDENCE, 1934 to date. Pertaining to income tax cases; also preliminary income tax investigation, and complete income tax investigation. (Rarely, official.) 18 x 30 envelopes, 3 ft., in wooden filing case drawer. R. 308. (411)

506. TAX PAYERS' LIST, 1934 to date. Name, state, and county of taxpayers. (Daily, official.) 18 x 30 folders, 4 ft., on enclosed wooden shelf. R. 308. (413)

ALCOHOL TAX UNIT OFFICE OF INVESTIGATOR IN CHARGE Post Office and Court House 6th and Locust Sts.

This office was established in 1932. Quarters were obtained in the present location. Its jurisdiction extends over eight counties bordering the Mississippi. There has been no administrative change. No records have been sent to Washington.

507. VIOLATIONS, 1934 to date. Form 1407 of special Form 1, record of place of violation, nature of premise, defendant arrested, evidence, number of gallons seized, and capacity of still. (Daily, official.) 18 x 24 envelopes, 1 ft., in wooden filing case drawer. R. 339. (368)

508. REGULAR REPORTS, 1934 to date. Report 17, field investigations concerning yeast shipped in large quantities to jobbers and retailers. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (369)

509. SUSPECTS, 1934 to date. Correspondence concerning persons suspected of being engaged in the illicit manufacture and sale of liquor. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (370)

510. ARRESTS, 1934 to date. Record of date of arrest, name of violator, disposition of prisoner, previous criminal record, and seizure, value, and disposition and sample of alcohol seized. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (371)

511. CHEMIST REPORTS, 1934 to date. Reports on alcohol inferior to commercial tax paid alcohol in strength and quality, and if it contains excessive aldehydes. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339.

512. CASE REPORTS, 1934 - 1935. Name of violator, amount of alcohol seized, capacity of still, and fingerprints. (Daily, official.) 18 x 24 envelopes, 1 ft., in wooden filing case drawer. R. 339. (373)

513. DAILY REPORTS, 1934 to date. Reports of field investigators concerning violators of the internal revenue law involving alcohol tax. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (367)

514. FINGERPRINTS, 1934 to date. Fingerprints of right hand, left hand, thumb, index finger, middle finger, ring finger, and little finger, filed in envelopes with name on outside. (Monthly, official.) 18 x 24 envelopes, 1 ft., in wooden filing case drawer. R. 339. (469)

515. RECEIPTS FOR STORED VEHICLES, 1934 to date. Receipts for cars seized in liquor raids; gives model of car, license, and engine number. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (458)

516. LETTERS OF DEMAND, 1934 to date. Letters to field investigators to inspect cars of sugar and yeast; shows consignor, consignee, date shipped, and car number. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (447)

517. INVESTIGATORS' FIELD NOTES, 1934 to date. Notes on illicit makers of alcohol. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (445)

518. INFORMATION, 1934 to date. Correspondence with Alcohol Tax Unit, concerning evidence acquired on illicit operators of stills. (Daily, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (417)

519. CASES FILED, 1934 to date. Record of name of violator, home address, occupation, and nature of case. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (416)

520. REPORTS OF DESTRUCTION OF SEIZURES, 1934 to date. Reports of field agents on destruction of stills and liquor seized in raids. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (415)

521. MONTHLY REPORTS, 1934 - 1935. Reports of field investigators showing production and results of work. (Monthly, official.) 18 x 24 folders, 1 ft., in wooden filing case drawer. R. 339. (414)

MASON CITY

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR

Post Office and Court House, Delaware and 2nd Sts.

This office was established in 1930. Quarters were secured in the present location. The jurisdiction of this office extends to eight counties in the northern part of the state. There has been no administrative change. Reports are sent to Des Moines, and from there to Washington, D. C.

522. TAX RETURNS, Jan. 1, 1930 to date. Tabulations of the names of individuals, partnerships, and corporations. (Daily, official.) 3 x 4 cards, 13 ft. 3 in., in 19 steel filing case drawers. R. 307. (76)

OTTUMWA

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR Federal Bldg., Court and 4th Sts.

This office was established in 1913. Quarters were secured in the present location. The jurisdiction of this office extends to eight counties in the southern part of the state. There has been no administrative change. Original copies of all reports are sent to Des Moines, and from there to Washington, D. C. In 1926 this office was changed from a division office to a zone office, and at that time some records were shipped to the Des Moines office.

523. CORRESPONDENCE, 1920 to date. Relative to office activities. Filed alphabetically. (Weekly, official.) 10 x 12 folders, 2 ft., in 2 wooden filing case drawers. R. 329. (97)

524. TAXPAYERS, 1920 to date. Record of name, address, kind of tax, and amount. Filed by counties and names alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in wooden filing case drawer. R. 329. (98)

525. PENDING CASES, 1920 to date. Pending for corrections or to be checked. Filed alphabetically. (Daily, official.) 10 x 14 folders, 1 ft., in wooden filing case drawer. R. 329. (99)

SIOUX CITY

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR Post Office Bldg., 6th and Douglas Sts.

This office was established in 1918. Quarters were first secured in the Iowa Building, 5th and Pierce Streets, moving in 1920 to the old Federal Building, and in 1933 to the present location. The jurisdiction of this office extends to five counties in the northwestern corner of the state. There has been no administrative change. Original copies of all records are sent to Des Moines, and from there to Washington, D. C.

526. DAILY REPORT, 1930 to date. Report of the Deputy Collector. (Frequently, official.) $8\frac{1}{2}$ x 11 paper packages, 1 ft., on open steel shelf. R. 200, vault. (103)

527. CORRESPONDENCE, 1921 - 1925. Interoffice correspondence with Des Moines and the Division Chief in Sioux City (office of Division Chief was discontinued in 1925). (Seldom, official.) 9 x 12 loose leaf books, 12 ft., in steel magazine rack. R. 200, vault. (108)

528. CORRESPONDENCE, 1927 to date. General correspondence relating to income taxes. (Daily, official, confidential). 9 x 12 folders, 2 ft., in steel filing case drawer. R. 200. (135)

529. CORRESPONDENCE, 1932 to date. Relating to cases on income and special taxes. (Daily, official.) 9 x 12 folders, 2 ft., in steel filing case drawer. R. 200. (156)

530. CORRESPONDENCE, 1928 to date. Interoffice correspondence. (Seldom, official.) $8\frac{1}{2}$ x 11 bundles and 9 x 12 folders, 2 ft. 6 in., on open steel shelf and in drawer. R. 200 and vault. (157, 102)

531. TREASURY DECISIONS, 1928 to date. Pertaining to income tax. (Seldom, official.) $8\frac{1}{2}$ x 11 bundles, 2 ft., on open steel filing shelf. R. 200, vault. (187)

532. DAILY REPORT, Jan. 1935 to date. Report of Deputy Collector. (Daily, official.) $8\frac{1}{2}$ x 11 bundles, 1 ft., in steel filing case drawer. R. 200. (188)

ALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR IN CHARGE
Post Office Bldg., 6th and Douglas Sts.

533. MISCELLANEOUS FILE, 1934 - 1936. Miscellaneous records and reports, fingerprint records, state case reports, investigator's reports, salary and expense records for 1935, and general correspondence. (Daily, official.) 10 x 15 folders, 2 ft., in wooden filing case drawer. R. 4, basement. (164)

534. INVESTIGATOR'S MEMORANDA, May 1934 to date. Form 180, record of activities. (Weekly, official.) 4 x 8 special form books (2), 1 in., in pigeon hole of roll top desk. R. 4, basement. (107)

WATERLOO

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., Commercial and Park Ave.

This office was established in 1916. Quarters were secured in the present location. The jurisdiction of this office covers five counties in the northeastern part of the state. There has been no administrative change. Reports are sent to Des Moines.

535. RECORD OF TAXPAYERS, 1931 - 1934. Record of names, addresses, and block numbers of people filing income tax reports for the district, (Daily, official.) $2\frac{1}{2}$ x 6 cards, 16 ft., in 8 drawers in wooden card cabinet. SE. corner, 2nd floor. (21)

536. GENERAL FILE, 1934 to date. Correspondence. (Daily, official.) 10 x 12 folders and cards, 2 ft., in 2 wooden filing case drawers. SE. corner, 2nd floor. (22)

BUREAU OF NARCOTICS

BUREAU OF NARCOTICSDES MOINES

OFFICE OF NARCOTIC AGENT
U. S. Court House 101 E. Walnut St.

This office was established in 1914. Quarters were secured in the Old Federal Building, Fifth Street and Court Avenue, and in 1929 were moved to the present location. The jurisdiction of this office covers Iowa only. There has been no administrative change. Monthly reports and vouchers for advance of funds are sent to Washington, D. C. All other reports are sent to the District Headquarters, Minneapolis, Minnesota.

537. CASES CLOSED, 1927 to date. Form 121, reports and correspondence pertaining to each case handled by this office (copy of report sent to Commissioner); the work covers the enforcement of the Harrison Narcotic Law. (Monthly, official.) 10 x 12 pockets, 4 ft., in 3 wooden filing case drawers. R. 415. (464)

538. GENERAL CORRESPONDENCE, 1934 to date. Filed alphabetically. (Daily, official.) 10 x 12 pockets, 2 ft. 3 in., in 2 steel filing case drawers. R. 415. (437)

539. PERSONS WANTED, 1936 to date. Cards with pictures of persons wanted, with complete description including height, fingerprints, and weight. (Daily, official.) 10 x 12 pockets, 1 ft. 6 in., in wooden filing case drawer. R. 415. (435)

540. CASES PENDING, 1935 to date. Reports and correspondence. (Daily, official.) 10 x 12 pockets, 1 ft. 4 in., in steel filing case drawer. R. 415. (436)

PROCUREMENT DIVISION

PROCUREMENT DIVISIONDES MOINESARCHITECTURAL ENGINEERING DIVISION
OFFICE OF CONSTRUCTION ENGINEER
Post Office Bldg., 2nd and Walnut Sts.

This office was established in 1935. Quarters were secured in the present location. The jurisdiction of this office covers Des Moines only. There has been no administrative change. This is a temporary office and is under the Supervision of District 6, headquarters in Kansas City, Missouri. A few records have been sent to Washington, D. C. The remaining records will be turned over to the custodian of this building.

541. BLUEPRINTS, 1934 to date. Plans for the addition to the post office building. (Daily, official.) 30 x 48 sheets, 9 in., on open wooden desk. R. 12. (1210)

542. BLUEPRINTS OF FEDERAL OFFICE BUILDING AND OLD POST OFFICE, 1882 to date. Plans of floors and rooms. (Seldom, official.) 20 x 48 sheets, 1 ft. 3 in., in open wooden desk. R. 12. (1209)

OFFICE OF CUSTODIAN
Post Office and Court House Bldg., 101 E.
Walnut St.

543. SCHEDULE OF CIVIL SERVICE RETIREMENT AND DISABILITY CREDITS, 1922 - 1933. Showing amount of time earned for furlough with compensation deductions and rating for retirement. (Never.) 8 x 9 loose papers, 2 in., in metal cabinet in vault. R. 108. (1580)

544. GENERAL FILE, 1929 to date. Correspondence, reports, bids, custodian payrolls, bills of lading, current bills, contracts, furniture requests, room assignments, and gas, light, water, ice, and phone bills. (Daily, official.) 9 x 12 loose documents, 16 ft. in 8 steel filing case drawers. R. 3. (443)

545. TOLL BOOK, 1929 to date. Record of long distance telephone calls made from this building, showing who made the call and point called. (Never.) 4 x 8 vols., 3 in., on shelf in wooden cabinet. R. 3. (284)

546. SUPPLIES, Sept. 1935 to date. List of supplies on hand on the first of each month: tools, plumbing supplies, hardware, electric supplies, paint, soap, oil, grease, mops, polishes, brushes, and cleaning supplies. (Monthly, official.) 2 x 4 cards, 10 in., in drawer in wooden card cabinet. R. 3. (445)

547. ICE RECEIPTS, 1935. For ice purchased for use in this building. (Never.) 2 x 4 envelopes, 4 in., in drawer in wooden card cabinet. R. 3. (446)

548. REGISTER OF PUBLIC VOUCHERS, 1929 to date. Name of payee, article or labor furnished and when, date voucher was sent, and number and amount of voucher. (Daily, official.) 14 x 17 vols., 7 in., on 4 shelves in wooden cabinet. R. 3. (447)

549. LEAVE RECORDS, 1929 to date. Forms 2152 and 2240, record of leave without pay and of annual leave; also extension of leave on account of sickness; salary deductions on account of excessive absence are shown on Form 2152; Form 2240 shows tardy record and salary deductions for each year. (Daily, official.) 5 x 8 cards, 1 ft. 10 in., in 2 drawers in steel card cabinet. R. 3. (628)

550. INVENTORY OF KEYS, 1929 to date. Receipts for all office keys; each person receiving keys from custodian must sign for same. (Monthly, official.) 2 x 4 cards, 10 in., in drawer in wooden card cabinet. R. 3. (444)

551. FURNITURE AND FIXTURES, 1929 to date. Permanent record of all furniture and fixtures in each office of the building; taken from cards found in file reported on in report 231. (Monthly, official.) 14 x 17 vol., 1 in., on shelf in wooden cabinet. R. 3. (282)

552. FURNITURE, 1929 to date. Record of furniture in each office. (Monthly, official.) 2 x 4 cards, 5 ft., in 5 drawers in wooden card cabinet. R. 3. (231)

553. PLANS, 1929. Blueprints of the building, showing location of rooms and their numbers; also shows type of material used in construction of building. (Yearly, official.) 30 x 40 blueprints, 6 in., in 3 wooden filing drawers. Dirty. R. 3. (230)

STATE PROCUREMENT OFFICE

Royal Union Life Bldg., 7th St. and Grand Ave.

This office was established August 1, 1935. Quarters were secured in the present location. The jurisdiction of this office covers Iowa only. There has been no administrative change. Reports are sent to Washington, D. C. semi-monthly, monthly, and quarterly.

554. PERSONNEL FILE, Aug. 1, 1935 to date. Personnel records; salary payments, records of absence, personnel cards, correspondence, history statements, entrance on duty, and appointments. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 8 in., in steel filing case drawer. R. 300. (730)

555. PERSONNEL FILE, July 31, 1935 to date. Applications, travel authorizations, oaths of office, pending applications, acceptances of resignations, and designation of positions, with compensation. (Daily, official.) 8 x 9 loose sheets between dividers, 1 ft., 1 in., in steel filing case drawer. R. 300. (729)

556. REQUISITIONS PENDING AND LIQUIDATED, July 31, 1935 to date. Requisitions, purchase orders, truck requisitions pending and liquidated for district projects, descriptions of articles, vendors, and amounts, and standard condition of equipment rentals. (Daily, official.) 9 x 12 loose leaves, 3 ft. 1 in., in 2 steel filing case drawers. R. 300. (1312)

557. GENERAL SUSPENSE FILE, Aug. 1, 1935 to date. Check sheets on invoices and purchaser accepted, receivers' reports, follow-up dates and correspondence, purchase orders, invoices and requisitions, and abstracts. (Daily, official.) 9 x 12 loose sheets, 6 ft. 1 in., in 4 steel filing case drawers. R. 300. (1435)

558. CONTRACTS AND TRUCK RENTALS, Aug. 1, 1935 to date. Form 33, invitation, bid, acceptance (short form contracts); rental of trucks with operator and contractor's certificates, rates as per mile, and stand and condition of equipment rental. Filed alphabetically. (Daily, official.) 9 x 12 loose leaves, 2 ft., in steel filing case drawer. R. 300. (1314)

559. TRANSIENT CAMP RECORDS, Dec. 1, 1935 to date. Vouchers, purchase orders, schedule of disbursements, applications for bids and acceptance, receiving and inspection reports, and invitation schedule of bids and acceptance. (Daily, official.) 9 x 12 folders, 2 ft. 3 in., in steel filing case drawer. R. 300. (1306)

560. TRANSMITTAL LETTERS OF TRANSIENT CAMP, Aug. 1, 1935 to date. Copies of letters amending purchase orders; pertaining to transients and cancellations; and statistician reports. (Daily, official.) 9 x 12 loose sheets between dividers, 1 ft. 9 in., in steel filing case drawer. R. 300. (1307)

561. DISBURSEMENT SCHEDULES, July 31, 1935 to date. Performance guarantees, schedule of collections, disbursing officers' vouchers, bureau of officers' vouchers, and schedule of disbursements. (Daily, official.) 9 x 12 loose leaves, 1 ft. 7 in., in steel filing case drawer. R. 300. (1308)

562. REQUISITIONS, July 31, 1935 to date. Requisitions pending and liquidated, requisitions and purchase order records, transient division; instructions to state procurement officers; descriptions of articles; and requisitions for purchase orders. (Daily, official.) 9 x 12 loose leaves, 7 ft. 3 in., in 5 steel filing case drawers. R. 300. (1310)

563. REQUISITION REGISTER, Aug. 1, 1935 to date. Record of requisitions on state officers, district officers, Department of Agriculture,

Resettlement Administration, and numerous subjects. Volume index. (Daily, official.) 8 x 9 loose leaf book, 3 in., in drawer in desk. R. 300. (732)

564. MISCELLANEOUS FILE, 1936. Stamp reports, payrolls, memoranda and personnel reports, office force absence report, distribution and encumbrances, and daily and monthly reports. (Daily, official.) 9 x 12 loose leaves, 8 in., in steel filing case drawer. R. 300. (733)

565. PURCHASE ORDER REGISTER, July 31, 1935 to date. Record of purchasing orders issued against requisition register. (Daily, official.) 8 x 9 loose leaf book, 3 in., in desk drawer. R. 300. (731)

566. OFFICE SUPPLY RECORD, 1936. Record of office supplies, such as adding machine rolls, carbon paper, file material and stationery, and names and supplies of various firms. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 in., in steel filing case drawer. R. 300. (727)

567. PURCHASE ORDERS, CANCELED, July 31, 1935 to date. Notices of cancellation, schedules and purchase orders, substitution of bids and acceptance, certificates of award, and schedule of disbursements. (Daily, official.) 9 x 12 folders, 6 ft. 4 in., in 4 steel filing case drawers. R. 300. (1202)

568. REQUISITION AND SUSPENSION FILE, Aug. 1, 1935 to date. Requisitions for purchases, invitation schedule of bids and acceptance; date requisitions are open for bids, check suspense sheets on invoices, and purchases accepted. (Daily, official.) 9 x 12 loose sheets, 1 ft. 1 in., in steel filing case drawer. R. 300. (1200)

569. REQUISITIONS AND PROPOSALS, Aug. 1, 1935 to date. Copies of invitations, surplus commodities, surplus property sale, and invitation schedule of bids and acceptance. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft. 7 in., in steel filing case drawer. R. 300 (1199)

570. BID FILE, Aug. 1, 1935 to date. Record of all supplies and material on which bids are required. Filed alphabetically. (Daily, official.) 5 x 8 cards, 12 ft. 6 in., in 2 steel filing case drawers. R. 300. (1198)

571. GENERAL AND PERSONAL CORRESPONDENCE, Aug. 1, 1935 to date. General and personal correspondence, nominations for appointment, application for position and acceptance, statements of duties and instructions, and evidence of justification for position. Filed chronologically. (Daily, official.) 8 x 9 folders, 5 in., in steel filing case drawer. R. 300. (698)

572. VOUCHERS, July 31, 1935 to date. Equipment rental records, purchasing orders, administration's district projects, articles of services, rental periods, memoranda, and paid vouchers. (Daily, official.) 9 x 12 loose leaves, 41 ft. 9 in., in 30 steel filing case drawers. R. 300. (726)

573. MISCELLANEOUS FILE, 1935 to date. Encumbrances, general correspondence, emergency nursery schools, approved vouchers, resettlement data, and transient records. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in steel filing case drawer. R. 300. (1203)

574. GENERAL CORRESPONDENCE, July 31, 1935 to date. Washington correspondence, telegrams, transmittal letters, general correspondence of various districts and subjects, letters amending purchase orders, and letters of cancellation. (Daily, official.) 9 x 12 folders, 9 ft. 2 in., in 6 steel filing case drawers. R. 300. (1201)

575. TRANSMITTAL FILE, July 31, 1935 to date. Statistician reports, transmittal letters, letters amending purchase orders, letters of cancellations, and purchase orders. Filed chronologically. (Daily, official.) 9 x 12 loose leaves, 1 ft. 9 in., in steel filing case drawer. R. 300. (1311)

576. INVENTORY, Aug. 1, 1935 to date. Record of all nonexpendable property, such as desks, chairs, and furniture. Filed alphabetically. (Daily, official.) 5 x 8 cards, 4 in., in wooden filing case drawer. R. 300. (728)

577. BILLS OF LADING, July 31, 1935 to date. For surplus commodities, material shipped from points of origin. Filed numerically. (Daily, official.) 8 x 11½ folders, 1 ft. 3 in., in steel filing case drawer. R. 300. (1205)

578. TRAFFIC FILE, Aug. 1, 1935 to date. Monthly correspondence, encumbrances for freight, bills of lading issued and shipments, and resettlement bills of lading (ticket file). Filed chronologically. (Daily, official.) 8½ x 11 loose sheets, 1 ft. 2 in., in steel filing case drawer. R. 300. (1206)

579. ABSTRACT OF BIDS, Aug. 1, 1935 to date. Date abstracts completed, methods of advertising, requisition and project number, and articles or serial opening dates. (Daily, official.) 15 x 18 vol., 3 in., on shelf. R. 300. (1204)

580. MISCELLANEOUS SUSPENSE FILE, Aug. 1, 1935 to date. Orders and records pertaining to procurement office, disbursing office, nursery schools, and department of education, requisitions and purchase orders, and checking sheets. (Daily, official.) 9 x 12 loose leaves, 1 ft. 8 in., in steel filing case drawer. R. 300. (1309)

