destruction of certain records dated prior to June 30, 1929. The functions of the collector's office are carried out by these office units: Cashier and Liquidation, Entry, Mail Importations (established in 1923), and Marine.

With the abolition of the subports of Kenosha, Oshkosh, Kewaunee, Sturgeon Bay, and La Crosse within the past decade, the archives of these subports were transferred to the Milwaukee office, which is headquarters port for District 37. A number of these records were lost in transit.

Cashier and Liquidation Division Records

226. CASHIER'S COLLECTIONS AND DISBURSEMENTS, May 13, 1861 - Sept. 30, 1868. Record of receipts on imported goods, giving amount and article on which duty was paid, and disbursement of salaries to employees. (Never.) 10 x 15 vols. (2), 2½ in., on wooden shelf. Damaged by water, brittle, dirty, torn, bindings broken, ink faded. N. 3d floor (Bldg. A). (1050)

227. TONNAGE DUTY COLLECTED, June 4, 1867 - Apr. 10, 1869; Apr. 3, 1871 - Aug. 22, 1882. Record of tonnage duty collected, giving date of entry, name of vessel, by whom paid, where belonging, number of tons, amount collected, and total. (Never.) 11 x 16 and 9½ x 14½ vols., 1¼ in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (1041)

228. RECORD OF COLLECTIONS, MILWAUKEE AND SUBPORTS, July 3, 1867 - Nov. 1873. Date, name of vessel, marine hospital, money collected, tonnage, fines, penalties, and forfeitures, inspection of steamboats, miscellaneous collections, admeasurements, enrollments and licenses, arrivals and clearances, total official fees, and total currency. (Never.) 12 x 17½ vols. (2), 3 in., on wooden shelf. Damaged by water, brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (1043)

229. CASHIER'S ACCOUNT, Nov. 12, 1867 - Sept. 16, 1868. Cashier's account, posting money received as a guarantee of payment of duty on imported shipments, including record of deposit of money received from all sources and disbursements for all purposes. (Never.) 9 x 14 vols. (2), 2 in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. N. 3d floor (Bldg. A). (1064)

230. RECORD OF DAILY COLLECTIONS, May 5, 1868 - Mar. 31, 1893. Record of official emoluments, expenses of collection, marine revenue, storage, warehouse tax, and steamboat inspection fees. (Never.) 11 x 16 vols.(3), 6 in., on open wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1060)

231. ACCOUNTS CURRENT, Mar. 1, 1871 - July 30, 1889. Record of miscellaneous accounts: cash received, deposited, and disbursed; itemized record of disbursements for medical services, cigar stamp account, liquor stamp account, imported distilled spirits, and

reimported American distilled spirits, cigarette stamp account, wine stamp report, record of vouchers for payment by check, and certified vouchers for payment by check. (Never.) 10 x 15 vol., 1½ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1052)

232. ACCOUNT FOR DISBURSEMENTS, Mar. 1, 1871 - Apr. 30, 1893. Ledger of accounts current of the Collector and Disbursing Agent for the district, giving, on debit side, the amount paid inspectors, weighers, gaugers, measurers, official expenses paid the above, amount paid for revenue boats, and Collectors' commissions at 3% on customs; on credit side, balance due the U.S. from last account, Treasury draft number, warrant number, expenses of collecting the revenue, by amount received for storage, drayage, labor, by amount received for weighing, gauging, and measuring, by tax retained from salaries paid in this account. (Never.) 11 x 15½ vol., 1½ in., on wooden shelf. Binding broken, ink faded. R. 204 (Bldg. A). (1039)

233. RECORD OF MONEY RECEIVED AND PAID, Mar. 1, 1871 - Mar. 31, 1892; May - Nov. 1893. Record of collections and deposits of duties, fines, and penalties. (Never.) 8½ x 13 vols. (3), 3 in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1065)

234. RECORD OF MONEY RECEIVED ON ACCOUNT OF STORAGE, LABOR, AND DRAYAGE, Nov. 25, 1872 - Jan. 11, 1911. Name of consignee, vessel, foreign port, description of merchandise, date of delivery from public store, number of months in storage, and cost of storage. (Never.) 8 x 10½ (4) and 9 x 11 vols.(3), 9 in., on wooden shelf. R. 204 (Bldg. A). (1058)

235. OFFICIAL EMOLUMENTS, Dec. 1, 1873 - June 30, 1908. Statement of commissions on money collected to cover payment of salaries and contingent expenses. Filed chronologically. (Never.) 9 x 10 vols. (2), 2 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (946)

236. ACCOUNT, Dec. 31, 1873 - June 30, 1903. Ledger account current of Collector and Disbursing Agent for the district, for excess deposits refunded. (Never.) 8½ x 10½ vol., 1 in., on wooden shelf. Bindings broken, ink faded. R. 204 (Bldg. A). (1044)

237. DAILY RECORD OF MONEY RECEIVED FROM ALL SOURCES, Jan. 5, 1874 - May 14, 1913. Name of payor, number of stub receipts, immediate consumption, warehouse withdrawal, rewarehouse withdrawal, storage, labor, and cartage, total fees, and total duties. (Never.) 15 x 18 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (1059)

238. DAILY RECORD OF DISBURSEMENTS, Nov. 1, 1876 - June 3, 1900. Form 422B, giving date of payments, to whom paid, for what service,

expense of collecting the revenue from customs, Marine Hospital Service, excess of deposits, debenture account, Revenue Marine Service, official emoluments, and fuel, light, and water expenses. (Never.) 8 x 14 vol., 3/4 in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (1040)

239. DEBENTURE ACCOUNT, Jan. 23, 1883 - Jan. 7, 1902. Monthly record of account current of the Collector and Disbursing Agent for the district. Filed alphabetically. (Never.) 8½ x 10½ vol., 1 in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (881)

240. RECORD OF EXCESS DEPOSITS FOR UNASCERTAINED DUTIES REFUND, Dec. 31, 1889 - Mar. 28, 1907. Monthly record, giving name of importer, number of manifest entry or bond, name of vessel, unascertained duty, date of receipt, liquidated duty, and date and amount of refund. Filed alphabetically by name of importer. (Never.) Variously sized vols. (3), 4 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (944)

241. RECORD OF SALARY PAYMENTS, Apr. 3 - Oct. 1, 1891. Statement of paid salary vouchers, giving name of person to whom issued, how employed, and amount paid. (Never.) 8½ x 13½ vol., 1 in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1057)

242. RECORD OF PROTESTS AND APPEALS FOR REAPPRAISAL, July 24, 1897 to date. Protest number, name of importer, date of entry, duty paid, date of protest, consumption entry, date of liquidation, character of protest, decision, and authority. Filed alphabetically by name of importer. (1897 - Nov. 1915 records never; other seldom, official.) Variously sized vols. (5), 1 ft. 2 in., on 3 wooden shelves. 2 vols. brittle, dirty, bindings broken, ink faded. Rs. 204 (Bldg. A) and 328C-330 (Bldg. B). (942, 943)

243. RECORD AND SCHEDULE OF REFUNDS ON DRAWBACKS, Dec. 5, 1901 - Apr. 1913; 1926 to date (no drawbacks claimed 1914 - 1925). Date, amount of payment, to whom paid, and number of drawback entry. (1901 - 1913 records never; others frequently, official.) 8 x 13 vol. and 9 x 12 loose-leaf books (2), 9 in., on 2 wooden shelves. Rs. 204 (Bldg. A) and 328 (Bldg. B). (999, 1000)

244. CHECK REGISTER, 1902 - 1925. Monthly record of checks for personnel, services, and miscellaneous expenses, giving date of issue, amount, payee, and service or account. (Never.) 15 x 17 vol. and 8½ x 17 folders, 7 in., on wooden shelf, R. 204 (Bldg. A) and on metal shelf, R. 330 (Bldg. B). (1053, 1054)

245. EXPRESS RECEIPTS AND WAYBILLS, Aug. 22, 1905 - Mar. 20, 1906. Receipts signed by a representative of the express company for money transferred to the Assistant Treasurer at Chicago. (Never.) 4½ x 7 paper-bound receipt pads (5), 2 in., on wooden shelf. R. 204 (Bldg. A). (1068)

246. CORRESPONDENCE AND VOUCHERS FOR EXPENDITURES, July 1911 to date. Relate to traveling expenses and purchase and repair of equipment. Records prior to this date destroyed. Group I, 1911 - 1915 records, filed alphabetically; groups II and III, 1926 to date records, filed chronologically. (Never.) 10 x 12 folders and 4 x 9 bundles and pockets, 24 ft., in metal cabinet, on steel shelf in vault, and in metal transfer case in vault. R. 330 (Bldg. B). (1035)

247. REGISTER OF COLLECTIONS AND DEPOSITS, May 1, 1913 - July 31, 1925. Ledger of duties, giving amount paid, entry number, receipt numbers, miscellaneous charges, and daily deposits. (Never.) 15 x 18 loose-leaf books (2), 3 in., on wooden shelf. R. 204 (Bldg. A). (1045)

248. CASHIER'S DISBURSEMENT ACCOUNT AND RECORD AND SCHEDULE OF DISBURSEMENTS, July 1914 to date. One type of form for 1914 - Mar. 1919, indicating date, number of entry, payee, amount, and monthly balance of cash on hand; another for Apr. 1919 - Feb. 1934, indicating date, voucher number, authorization number, payee, amount, check number, and adjustments; duplicates and triplicates sent to Comptroller at Chicago; another for Mar. 1935 to date, district voucher number, bureau voucher number, payee, symbol of appropriation or fund, date, and amount; originals and duplicates sent to Disbursing Officer at Chicago, triplicates and quadruplicates retained. Filed chronologically Apr. 1919 to date. (1914 - Feb. 1935 records never; others daily, official.) 9 x 12 and 11 x 16½ loose-leaf books, 9 in., on wooden shelf, on metal shelf, and on wooden shelf. Rs. 204 (Bldg. A) and 330 and 328 (Bldg. B). (1036 - 1038)

249. STATEMENTS OF CHECKING ACCOUNT AND CERTIFICATES OF SETTLEMENT, 1915 to date. Statements of cancelled checks drawn upon the Treasurer of the U.S., certificates of settlement, originating in the General Accounting Office, certifying settlement of transactions with the Depts. of Commerce and of Labor and with the Office of the Treasurer; file discontinued shortly after Mar. 31, 1935, when disbursing duties were transferred to Disbursing Officer at Chicago. (Never.) 8½ x 17 folders and 9 x 16 packages, 3 ft., on two metal shelves. R. 330 (Bldg. B). (1056)

250. SCHEDULE OF CERTIFICATES OF DEPOSIT, 1919 to date. Form 1313, report of deposits, cash being deposited in the First Wisconsin National Bank at Milwaukee and checks in the Federal Reserve Bank of Chicago; itemized report of deposits at each depository and a consolidated report, prepared in quadruplicate; originals go to Washington, two copies to Comptroller at Chicago, and one remaining. (Monthly, official.) 9 x 14 loose-leaf book, 2 in., on wooden shelf. R. 32 (Bldg. B). (1062)

251. RECORD AND SCHEDULE OF NAVIGATION FEES, FEES ON ACCOUNT OF DECEASED PASSENGERS, AND TONNAGE TAXES, Oct. 1919 to date. Commerce Form 1101, indicating date of collection, voucher number, catalog number, fees, name and nationality of vessel, tonnage taxes, and notations; copy to the Director of the Bureau of Navigation and Inspection at Washington; also Commerce Form 1007, record of navigation fines, 1926 to date. Filed chronologically. (1919 - Sept. 1926 records never; others daily, official.) 10 x 14 envelope and 9 x 12 loose-leaf books (2), 5 in., on wooden shelves. Rs. 204 (Bldg. A) and 330 and 328 C (Bldg. B). (918, 919)

252. DAILY RECORD AND STATEMENT OF COLLECTIONS, DEPOSITS, AND BALANCES, 1921 to date. Form 5207B, giving total collections and deposits from last statement, total collections for current month, balance brought forward, collections, deposits, balance carried to next return, and number of certificate of deposit. (Daily, official.) 9 x 12 loose-leaf books (3), 2 ft. 5 in., on wooden and on metal shelf. R. 330 (Bldg. B). (1061)

253. PROOF OF DEPOSITORY BALANCE, MILWAUKEE, Jan. 1, 1922 - Mar. 1934. Form 5215, monthly statement of disbursing account, with certificates of settlement; this account kept by headquarters in Chicago since Mar. 1934. (Never.) 8½ x 14 envelopes and 9 x 12 bundle and folders, 5 in., on wooden shelf, in metal filing case drawer, and in steel cabinet in vault. Envelopes, brittle, dirty, torn. Rs. 204 (Bldg. A) and 328 and 330 (Bldg. B). (1066, 1067)

254. LIQUIDATION CORRESPONDENCE WITH COMPTROLLER AT CHICAGO, May 1923 to date. General correspondence of an explanatory nature, with Comptroller in Chicago, and confidential correspondence; correspondence concerning verification of entries and letters of transmittal. (Earlier records never; current daily, official.) 8 x 10½ bundles (5) and 9½ x 11½ folders, 3 ft., 1 in., on wooden shelf, in wooden filing case drawer, and in metal filing case drawer. Rs. 204 (Bldg. A) and 330 and 332 C (Bldg. B). (1102, 1103, 1101)

255. RECORD AND SCHEDULE OF SPECIAL DEPOSITS COLLECTED, REFUNDS, TRANSFERS, ETC., 1924 to date. Information as to deposits in lieu of bond, overtime service, proceeds of sales, and compensation taxes (discontinued as result of Supreme Court decision regarding the Agricultural Adjustment Administration): voucher number, vessel or other conveyance, name of purchaser, class, date, and amount; information as to refunds: date, voucher number, particulars, amount, and remarks; copies of schedules sent to headquarters in Chicago. (Frequently, official.) 9 x 12 loose-leaf book, 3 in., on wooden shelf. R. 328 (Bldg. B). (1063)

256. CHECKS, DUPLICATE, 1925 - Mar. 31, 1935. Form 2220, checks for the operating force, public buildings, expenses of collecting revenue, excess deposits, debentures, and Coast Guard and night service; prior to 1935, checks reported in material described in

Serials 1053 and 1054; since 1935, disbursement functions carried on by the Disbursing Officer at Chicago. (Seldom, official.) 9 x 16 bundles, (16), 8 ft., on wooden and on metal shelf. R. 330 (Bldg. B). (1055)

257. MISCELLANEOUS COLLECTIONS, 1925 to date. Form 5159, for collections billed on Form 5109; Form 6161A, for services of officers; Form 5155, for increased, additional, or supplemental duties; Form 5161B, for miscellaneous collections; duplicates in custody of Comptroller, Chicago. (Daily, official.) 9 x 12 loose-leaf book, 5 in., on wooden shelf. R. 328 C (Bldg. B). (1047)

258. COLLECTION RECORD OF OUTSTANDING ACCOUNTS, June 30, 1926 to date. Form 5259, quarterly record, giving entry or voucher number, date, account, name, amount due, reasons for nonpayment, recommendations of the Comptroller regarding further action, action taken, subsequent status, amount recovered, date, and authorized disposition; in triplicate, original and copy sent to Comptroller, Chicago. (Quarterly, official.) 9 x 12 loose-leaf book, 6 in., on wooden shelf. R. 328 (Bldg. B). (1046)

259. CONSUMPTION AND IMMEDIATE TRANSPORTATION OF IMPORTED AND EXPORTED DUTY FREE MERCHANDISE, June 1927 - Dec. 1928. Forms 7501, 6417, 138, 7501A, 7512, 6043C, and 6043B; records prior to June 1927 destroyed. Filed numerically. (Never.) 8½ x 11 folders, 4 ft., in two steel filing case drawers. R. 204 (Bldg. A). (983)

260. MONTHLY REPORT OF TRANSACTIONS, 1928 to date. Form 3063, giving foreign vessel number, treasury receipts, commerce receipts, labor receipts, expenses, number of entries, and examinations made for appraisal; in duplicate, originals sent to Washington. (Monthly, official.) 9 x 14½ loose-leaf book, 4 in., on wooden shelf. R. 328 C (Bldg. B). (1034)

Collector's Files

261. INDEX TO ALL CORRESPONDENCE, Jan. 1911 to date. Filed alphabetically by subjects. (Daily, official.) 3 x 5 cards, 1 ft., in 2 wooden filing case drawers. R. 332 C (Bldg. B). (967)

262. CORRESPONDENCE RELATIVE TO PERSONNEL AT MILWAUKEE AND SUBPORTS, Jan. 1911 to date. Confidential correspondence with Washington, record of classification and retirements, and oaths of office. (Daily, official.) 9½ x 12 folders, 2 ft., in steel filing case drawer. R. 332 C (Bldg. B). (1099)

263. CORRESPONDENCE, SECRETARY OF THE TREASURY, Jan. 1911 to date. Confidential correspondence with the Department, relating to regulations, decisions, reports, circular letters, and general matters. (Daily, official.) 9½ x 12 folders, 10 ft., in wooden drawer and in 4 steel filing case drawers. R. 332 C (Bldg. B). (1095)

264. INTERDEPARTMENTAL CORRESPONDENCE, 1913 to date. Correspondence and regulations relating to entry of merchandise, letters of investigation, Customs Information Exchange letters, and circulars; correspondence with the Customs Court, Department of Commerce, Civil Service Commission, Treasurer of the United States, Department of Justice, Government Printing Office, Tariff Commission, and Coast Guard. (1913 - 1930 records inactive; others confidential.) 9 x 12 folders, 3 ft. 6 in., in 2 filing case drawers. Rs. 330 and 332 (Bldg. B). (1092, 1093)

265. CORRESPONDENCE WITH THE BUREAU, CONFIDENTIAL, 1923 to date. Confidential correspondence, relating to bonds, bonded warehouses, customs brokers, cartage contracts, cartmen's licenses, investigations, and law enforcements; records prior to 1923 destroyed. (Daily, official.) 9 x 12 folders, 2 ft., in wooden filing case drawer. R. 332 (Bldg. B). (1094)

266. IDENTIFICATION LETTERS TO CITIZENS TRAVELING ABROAD, COPIES, 1924 - 1930. Letters of identification issued to citizens, giving length of time permitted abroad, description of citizen, where born, and purpose of traveling abroad. (Never.) 9½ x 11½ folders, 2 in., in wooden filing case drawer. R. 330 (Bldg. B). (805)

267. GENERAL CORRESPONDENCE FROM INDIVIDUALS, 1927 to date. Chiefly relating to discrepancies between duties at different ports; records prior to 1927 destroyed. (Rarely, official.) 10½ x 11½ folders, 6 ft. 6 in., in 4 wooden filing case drawers. R. 330 (Bldg. B). (1105)

268. GENERAL CORRESPONDENCE, MISCELLANEOUS, Jan. 1927 to date. Correspondence of a routine nature with private individuals; records prior to 1927 destroyed on official authorization. Filed alphabetically. (Never.) 9½ x 12 folders, 5 ft., in 2 steel filing case drawers and in wooden filing case drawer. Rs. 330 and 332 C (Bldg. B). (1089, 1090)

269. CORRESPONDENCE WITH COLLECTORS, Jan. 1931 to date. Confidential correspondence with other districts, relating to entry of merchandise; records prior to 1931 in same file as material described in Serial 1092. (Daily, official.) 9½ x 12 folders, 6 in., in steel filing case drawer. R. 332 C (Bldg. B). (1097)

270. CORRESPONDENCE WITH PORTS OF ENTRY WITHIN THIS DISTRICT, 1931 to date. Letters of instruction, transmittal, and general information, to Deputy Collectors; records prior to 1931 described in serial abstract 1092. (Daily, official.) 9½ x 11½ folders, 1 ft. 6 in., in wooden filing case drawer and in metal filing case drawer. Rs. 330 and 332 C (Bldg. B). (1098)

271. CORRESPONDENCE WITH POSTMASTERS, Jan. 1931 to date. Relates to inquiries and protests on dutiable importations; 1927 - 1930 records in same file as material described in Serial 1089. (Never.) 9½ x 11½ folders, 1 ft., in metal filing case drawer. R. 330 (Bldg. B). (1104)

272. CORRESPONDENCE WITH DEPUTY COLLECTORS, Jan. 1936 to date. Confidential correspondence with Deputy Collectors, relative to entry of merchandise; records prior to 1936 in same file as material described in Serials 1092 and 1093. (Daily, official.) 9½ x 12 folders, 6 in., in steel filing case drawer. R. 332 C (Bldg. B). (1096)

Entry Division

273. INDEX OF DRAWBACK RATINGS ON MANUFACTURERS AND COMMODITIES, 1919 to date. Index of drawback ratings, for all ports of the United States and insular possessions, listed by names of manufacturers and by commodities; the Customs Information Service began sending out this index in 1926, and at that time Mr. C. J. Spanaus, Clerk, prepared a typewritten card index for the seven preceding years on the basis of information derived from Treasury Decisions, and combined it with the Information Service cards. Arranged alphabetically. (Seldom, official.) 3 x 5 cards, 3 ft., in 3 drawers of metal card cabinet. R. 328 (Bldg. B). (993)

274. RECORD OF ENTRIES OF MERCHANDISE FOR TRANSPORTATION IN BOND, July 5, 1853 - Oct. 1, 1858. Includes weekly report of merchandise warehoused in Milwaukee; also receipts for merchandise under bond, for District 37 and other districts. Filed chronologically. (Never.) 8 x 13 vol., ½ in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (953)

275. GENERAL BOND ACCOUNT, Aug. 26, 1856 - June 1866. Record of bonds, giving number, date, and character of bond, names of principal and security, amount of bond and duty secured, amount for transportation and exportation, and date of withdrawal. (Never.) 11½ x 17 vol., ½ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1129)

276. WAREHOUSE LEDGER, Dec. 21, 1856 - Oct. 5, 1925. Name of importer, date of importation, date of entry, name of vessel, where from, bond number, character of merchandise, quantity, rate of duty, total value, by whom withdrawn, and date of withdrawal. May 1, 1913, the Bond Register was combined with this ledger; June 30, 1920, transfer from bound vols. to the loose-leaf system; and Aug. 19, 1924, an entirely different method of keeping this ledger was adopted, as described in Serial 957. Arranged chronologically. (Never.) Variously sized vols. (34), 8½ x 11 loose-leaf book, and bundle, 3 ft. 9 in., on 2 wooden shelves. R. 204 (Bldg. A). (956)

277. RECORD OF GOODS WITHDRAWN FROM WAREHOUSE, July 9, 1860 - Oct. 29, 1870; July 1, 1886 - Feb. 29, 1896; June 6, 1908 - Sept. 16, 1911. Date of entry, bond number, name of importer, description of merchandise, name of consignee, amount of duty, and date of withdrawal. (Never.) Variously sized vols. (6), 9 in., on wooden shelves. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (950, 951)

278. LEDGER OF ACCOUNTS, Jan. 10, 1865 - July 1, 1866; Apr. 5, 1875 - July 31, 1876. Revenue marine, emolument, suspense, lighthouse, marine hospital collection, steamboat inspection, revenue cutter, and cash accounts. (Never.) 11 x 15½ vols. (2), 4 in., on wooden shelf. R. 204 (Bldg. A). (853)

279. DAILY RECORD OF FEES COLLECTED, July 1866 - June 1867. Name of vessel, destination, duty, tonnage, admeasurement, importation, entry, permit to deliver, certificate fee, endorsement license fee, recording enrollment clearance, license, affidavit fees, and dates of arrivals and clearance. (Never.) 7½ x 18 vol., ½ in., on wooden shelf. Brittle, dirty, torn, ink faded. R. 204 (Bldg. A). (1042)

280. ACCOUNTING RECORD OF WAREHOUSE AND REWAREHOUSE BONDS, Dec. 12, 1866 - Aug. 10, 1870. For bonds guaranteeing the payment of duties on warehoused or rewarehoused imports; open account for each bond, total entry value debited, withdrawals credited until account balances. (Never.) 10 x 15 vol., 1 in., on wooden shelf. Binding broken. R. 204 (Bldg. A). (1011)

281. REGISTER OF REWAREHOUSE BONDS, July 1868 - July 1873. Number of bond, date registered, principal, surety, amount, duty on entry, date due, and how cancelled. (Never.) 16 x 16 vol., 1½ in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (1137)

282. IMPOST BOOK, May 10, 1869 - Sept. 1911. Abstract of duties on imported goods, wares, and merchandise, showing date of entry, name of vessel, number of entry, importer, description of merchandise, percentage of dutiable values, value of goods paying specific duties, specific and ad valorem duties, and total duties. Arranged chronologically. (Never.) Variously sized vols. (22), 2 ft., on wooden shelves and in wooden bin. Older papers brittle, bindings broken, ink faded. Rs. 204 and 208 (Bldg. A) and R. 335 (Bldg. B). (819-821)

283. ACCOUNT OF FINES AND PENALTIES, Mar. 1, 1871 - Dec. 31, 1900. Monthly record of fines and penalties collected, giving date, amount deposited, amount of fine, net proceeds of seizures released, and amount paid. (Never.) 8 x 14 vol., 1 in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (922)

284. ACCOUNT CURRENT OF CUSTOMS, Mar. 1, 1871 - Jan. 30, 1892; July 1, 1892 - July 31, 1912. Monthly record for the district, an itemized account of expenses of collecting customs revenue, debentures and drawbacks, repayments, customs receipts, fines, and penalties, and storage, labor, drayage, cording, sealing, and night service fees, abstract of Customs Collector's compensation earned, and statement of balance at close of business on last day of account. Filed chronologically. (Never.) 10½ x 16 vols. (5), 5½ in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (856)

285. DAILY REGISTER OF REWAREHOUSE ENTRIES, Mar. 1871; Dec. 1913 - Jan. 1914. Record of all merchandise brought into this district for rewarehousing, giving date received, from what district, shipper, consignee, marks, numbers, description of goods, quantity, value, amount of duty, time of bond, and date of certificate to cancel bond. (Never.) 8 x 13½ vols. (4), and 15 x 17 vols. (2), 7½ in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (1014)

286. RECORD OF INVOICES AND APPRAISEMENTS, Apr. 22, 1871 - June 26, 1877; Mar. 1898 - Oct. 27, 1911. Entry or invoice number, date of entry, date of appraisement, name of importer, vessel, where from, marks and numbers, description of merchandise, amount of duty entered at and appraised at, advanced value, advanced duties, rate of allowance for damage, date of report to Collector, and remarks. (Never.) 9½ x 12½ vols. (5), 9 in., on wooden shelf. Dirty. R. 204 (Bldg. A). (1084)

287. WAREHOUSE RECORD, May 27, 1871 - June 6, 1908. Two separate files of statements of goods received, permitted, and delivered, indicating date of receipt, bond number, description of article, receiver of permit, and amount of storage charges; material covering Aug. 1882 - June 25, 1886 in both files. Arranged alphabetically by name of importer. (Never.) 10½ x 15½ and 12 x 16½ vols. (5), 9 in., on wooden shelves. Brittle, dirty, torn, ink faded. R. 204 (Bldg. A). (954, 955)

288. RECORD OF CONSULS' CERTIFIED INVOICES, July 1, 1871 - Sept. 30, 1926. Record of shipments certified by Consuls in port of origin, showing name of Consul and Consulate, invoice number, designation, date of certificate, name of shipper, and Consuls' fee for invoice. (Never.) 14 x 20 vols. (6), 1 ft. ½ in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (1085)

289. RECORD OF LIENS FOR FREIGHT ON IMPORTED GOODS, Oct. 12, 1871 - Jan. 17, 1898; June 23, 1919 to date. Compiled from Forms 631, 3481, and 5213 and showing date of lien, description of goods, owner, importer, or consignee, amount of lien, storage location, lien claimant, date of receipt of notice to hold, and date and manner of release of goods. (Older records never; recent occasionally, of-

ficial.) 13 x 18 and 9 x 12 vols. (3), and 9 x 12 loose-leaf book, 5½ in., on wooden shelf and on steel shelf. First vol. brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A) and R. 328 A (Bldg. B). (1075, 1076)

290. IMPOST CASHBOOK, Nov. 1, 1871 - May 29, 1886. Monthly record of receipts and deposits, giving date, number of manifest, amount of imposts, warehouse and rewarehouse imposts. Filed alphabetically. (Never.) 12 x 17 vol., 1 in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (818)

291. RECORD OF WAREHOUSING BONDS, Sept. 1872 - May 1922 (May 1898 - Apr. 1900 and Aug. 1902 - Oct. 1905 missing). Record of surety bonds signed by importers guaranteeing payment of all duties and obligations. (Never.) 8½ x 13½ vols. (7), 2 ft. 4 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (1139)

292. ENROLLMENT BONDS AND OATHS, Sept. 9, 1872 - Nov. 3, 1880; Mar. 3 - June 18, 1881. For owners' oaths not to use the vessel in violation of the Customs or Navigation laws and enrollment bonds guaranteeing compliance. (Never.) 10 x 14½ vols. (4), 6 in., on wooden shelf. Brittle, bindings broken, ink faded. R. 2-4 (Bldg. A). (1132)

293. ACCOUNT OF TRANSPORTATION ENTRIES FROM OTHER DISTRICTS RECEIVED AND ENTERED FOR REWAREHOUSING IN DISTRICT 37, Oct. 1872 - Aug. 1875. Accounting of money obtained from duties for rewarehousing merchandise in the ports of New York, Detroit, Boston, Chicago, Portland, and Port Huron, giving date of transportation entry, port, amount of duty, and place of transfer; somewhat similar record for 1919 - 1923 in a separate file and described in Serial 949. Recorded chronologically. (Never.) 9 x 14 vol., 2 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (948)

294. RECORD OF ENTRIES AND LIQUIDATION, 1873 - 1919. Record of the arrival of vessels, names of importers, number of packages, description and value of merchandise, total estimated duties, liquidated duty, and date of liquidation; continuance of this record, in a modified form, reported on Serials 868 and 869. See addenda for list of vols. and dates. (Never.) Variously sized vols. (21), 2 ft. 7 in., on wooden shelf. Dirty. R. 204 (Bldg. A). (867)

295. TRANSPORTATION BONDS, Mar. 29, 1875 - Apr. 25, 1913; June 6, 1913 - Feb. 6, 1917. Bonds for the transportation of merchandise which entered the United States at any other port and is to be reshipped to Milwaukee, assuring that duties which have not been paid at port of entry will be paid at Milwaukee; show number of entry, marks and numbers, description of packages and merchandise, value, and date of cancellation. (Never.) 10½ x 15½ (3) and 8½ x 13½ (5) vols., 7 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (1135, 1136)

296. BONDS TO PRODUCE VERIFIED INVOICE, May 31, 1876 - Sept. 24, 1914. (Never.) 9½ x 14½ (5) and 9 x 14½ (2) vols., 5½ in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (1121)

297. RECORD OF GOODS RECEIVED ON TRANSPORTATION AFTER ENTRY IN OTHER PORTS, Aug. 2, 1879 - Nov. 1911. Record of original importation and transportation into Port of Milwaukee, giving port of first arrival, date of import, name of importer and vessel, where from, marks, numbers, and description of goods, invoice quantity and value and estimated duty, date of entry into Milwaukee, by whom entered, name of vessel or route, number of transportation bond, consignee, date received, date bonded or duty paid, and date of cancellation or certification. (Never.) 14 x 16½ and 10 x 15½ vols. (2), 3½ in., on wooden shelf. Damaged by water, brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (917)

298. DAILY RECORD OF BALANCES ON ACCOUNTS, Sept. 1, 1879 - July 7, 1913. Customs account, marine hospital tax, steamboat fees, expenses of collecting revenue, marine hospital service, superintendent of lights, debentures, fuel, lights, and water, awards of compensation, and repairs to public buildings. Filed chronologically. (Never.) 8 x 10½ (5) and 12 x 15½ (6) vols., 1 ft. 7½ in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (854)

299. RECORD OF BEER EXPORTED, Oct. 1879 - May 11, 1888. Date of export, entry number, exporter, consignee, description of merchandise, number of packages, contents, value, port exported to, name of vessel, and ultimate destination. (Never.) 10½ x 15½ and 9 x 13½ vols. (2), 2½ in., on wooden shelf. Dirty. R. 204 (Bldg. A). (961)

300. BONDS OF INDEMNITY UPON OBTAINING PERMIT TO LAND GOODS AT NIGHT, May 26, 1880 - July 28, 1886; Aug. 12, 1907 - Apr. 1910. Name of master and owner, name of vessel, and date of and amount of bonds; permit the unloading of cargo of vessel at night, pursuant to the provisions of Section 2871, Revised Statutes, and indemnifying the Collector from any or all losses and liabilities. Filed chronologically. (Never.) 8 x 13 vols. (2), 1 in., on open wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1128)

301. RECORD OF TOBACCO RECEIVED AND DELIVERED, July 1, 1880 - Dec. 6, 1910 (Dec. 1884 - Sept. 9, 1900; Feb. 6, 1903 - Jan. 28, 1904; Dec. 14, 1906 - Jan. 6, 1907 missing). Date when received, number of bond, marks and numbers, number of bales received, type of tobacco, date of delivery, and number of bales delivered. Filed chronologically. (Never.) 8½ x 13½, 10 x 15½ and 9½ x 14½ vols., 5 in., on wooden shelf. R. 204 (Bldg. A). (1171)

302. EXPORT BONDS, Aug. 29, 1881 - Aug. 25, 1884; Mar. 21, 1900 - Mar. 20, 1911. Form 764B, bonds guaranteeing payment of duty, on goods entered, warehoused, and to be reexported without being processed or manufactured, in the event that the goods are not reexported; also certificates of inspection at frontier port. (Never.) 10 x 15 vols. (13), 8½ in., on wooden shelf. R. 204 (Bldg. A). (1141)

303. RECEIPTS OF AGENTS OF TRANSPORTATION COMPANY FOR CUSTOMS LOCKS DELIVERED FOR RETURN, Oct. 31, 1881 - Aug. 12, 1886. Receipts for locks returned, giving the port of destination, number of locks, and name of railroad company which transported the locks without expense to the Government; seals superceded the locks. (Never.) 11 x 15½ and 8 x 10 vols. (3), 2½ in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1033)

304. RECEIPTS, PERMITS, AND DELIVERIES FROM PRIVATE WAREHOUSE, Jan. 7, 1882 - Apr. 22, 1883. Statement of goods received at, permitted, and delivered from Shea George Warehouse, listing, under receipt side of ledger, the date, marks, numbers, description, whether warehoused or going out, remarks, and charges; on permit side of ledger, date, to whom permitted, quantity; under item "When Delivered", is date, remarks, and charges. (Never.) 11 x 16 vol., ½ in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (947)

305. RECORD OF POWERS OF ATTORNEY, Apr. 24, 1882 - Nov. 1932. Power to act for principal to enter merchandise for import, with date of appointment, official number, nature of powers granted, attorney's name and residence, date and manner of revocation of power if revoked, remarks pertaining to power or revocation, and principal's name and residence. (Never.) 9 x 11 vols. (2), 2 in., on wooden shelf. Dirty, bindings broken, ink faded. R. 204 (Bldg. A). (982)

306. ABSTRACT OF DEBENTURE CERTIFICATES ISSUED ON MERCHANDISE EXPORTED, Oct. 23, 1882 - June 25, 1899. Record of bonds posted by importers to guarantee that they will reexport imported goods and of the percentage of duty which the Government retains after payment of drawback. (Never.) 12 x 16½ vol., 1 in., on wooden shelf. Binding broken. R. 204 (Bldg. A). (880)

307. RECORD OF FREE GOODS IMPORTED, Nov. 3, 1885 - May 31, 1892. Date of entry, importer, name of vessel, port of origin, number of manifest and entry, quantity and description of goods, and value exempt from duty. (Never.) 9 x 13½ vols., 2½ in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1005)

308. RECORD OF INCREASED DUTIES ASCERTAINED ON LIQUIDATION OF ENTRIES FOR IMMEDIATE CONSUMPTION, Nov. 9, 1885 - Mar. 31, 1913. Date of payment of duties, names of importer and vessel, number of entry or manifest, unascertained duty, when goods were received, increased value, liquidated duty, increased duty paid, and nature of goods, such as, cigars, candy, etc.; this record discontinued in 1913 in

favor of forms. Filed chronologically. (Never.) 9½ x 14 vols. (2), 2½ in., on wooden shelf. Dirty, bindings broken, ink faded. R. 204 (Bldg. A). (985)

309. DAILY REGISTER AND RECORD OF IMMEDIATE TRANSPORTATION ENTRIES RECEIVED IN BOND FROM OTHER PORTS, Jan. 1886 to date. Form 428, 1886-June 1918, and Form 5049 A, July 1918 to date, giving name of port from which received, brief description of merchandise, name of vessel or carrier, date and number of entry, date and entry number of disposition of merchandise, and certificate of delivery date. (1886 - 1925 records never; others daily, official.) Variously sized vols. and loose-leaf books (5), 5 ft. 4 in., on wooden shelves and on steel shelf in vault. R. 204 (Bldg. A) and R. 328A (Bldg. B). (909-911)

310. REGISTER OF BONDS CANCELLED, Nov. 6, 1886 - Nov. 28, 1900. Number and date of bond, date due, name of principal, name of surety, amount of duty, and date of cancellation. (Never.) 10½ x 15½ vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1130)

311. STATISTICAL BLOTTER, Dec. 1886 - Dec. 1922. Commerce Cat. 1490, improvised record for the purpose of making a quick computation of statistics pertaining to value, duty, and quantity; divided as to statistical class, for purpose of issuing periodical reports as required by regulations; record discontinued. (Never.) 14 x 17 vols. (163), 6 ft. 3 in., on wooden shelf. Dirty, torn, ink faded. R. 204 (Bldg. A). (866)

312. BONDS FOR EXPORTATION OF MANUFACTURED ARTICLES WITH BENEFIT OF DRAWBACK, May 10, 1887 - Apr. 17, 1889; Nov. 4, 1891 - Sept. 30, 1895. Form 790B, record of surety bonds pertaining to the meat packing and brewing industries, exclusively, giving name of exporter, name of surety and amount of bond, marks, numbers, and description of articles, quantity and value, and destination. Arranged chronologically. (Never.) 8 x 13 vols. (10), 8½ in., on wooden shelf. Damaged by water, brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (989)

313. REGISTER OF TRANSPORTATION IN BOND, July 20, 1887 - Sept. 27, 1895. Form 942, record of imported goods pertaining to the brewing industry, showing date of importation, number of entry, name of vessel, date of import, value, and tonnage of merchandise. (Never.) 14 x 17 vol., 1½ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (914)

314. BONDS FOR EXAMINATION OF IMPORTED TEA, Mar. 28, 1888 - Aug. 25, 1916 (July 1893 - July 5, 1901; Jan. 20, 1903 - Aug. 5, 1903; Aug. 17, 1907 - May 14, 1911 missing). Record of importer's cash bonds deposited as a guarantee by importer that specimens of merchandise will be submitted for examination to ascertain purity, quality, and fitness for human consumption before withdrawal from warehouse.

(Never.) 8½ x 13 vols. (5), 2 in., on wooden shelf. Brittle, dirty, torn, bindings broken, ink faded. R. 204 (Bldg. A). (1118)

315. WEIGHER'S RECORD, Jan. 2, 1889 - Sept. 19, 1903. Date of entry, the name, master, and type of vessel, whence arrived, the consignee, marks, numbers, contents, quantity, and net and gross weight of packages. (Never.) 15 x 17 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (810)

316. RECORD OF EXPORTS WITH BENEFIT OF DRAWBACK, Mar. 30, 1889 - Feb. 4, 1902; Oct. 17 - Nov. 12, 1903. Record of certification of drawback. (Never.) 10 x 15½ vols. (2), 1 in., on wooden shelf. R. 204 (Bldg. A). (991)

317. RECORD OF UNCLAIMED MERCHANDISE, Nov. 28, 1891 - Dec. 1916. Date of importation, vessel or other conveyance, where from, consignee, marks and numbers, number of packages, description of packages, manifest or immediate transportation number, general order number, consumption number, warehouse number, and date sold. (Never.) 9 x 11½ vols (4), 4 in., on wooden shelf. One binding broken. R. 204 (Bldg. A). (809)

318. BONDS OF IMPORTER, CONSIGNEE, OR AGENT TO PRODUCE OATH OF OWNER TO INVOICE AND ENTRY, Mar. 25, 1892 - Oct. 3, 1899. (Never.) 8 x 13 vol., 1 in., on wooden shelf. Binding broken. R. 204 (Bldg. A). (1133)

319. REGISTER OF IMPORTED CIGARS AND CIGARETTES, Apr. 1895 - May 1913. Monthly record of cigars and cigarettes imported, inspected, and stamped, giving date of arrival, name of importer, name of vessel, numbers and marks of packages, date of inspection, and stampings. Filed chronologically. (Never.) 10½ x 15½ vol., 1 in., on wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1170)

320. STAMP ACCOUNT FOR CIGARS, CIGARETTES, WINES, SPIRITS, AND MALT PRODUCTS, July 1, 1897 - Sept. 30, 1902. Monthly record, giving balance of last report, amount received during month, numbers included from, numbers included to, balance on hand, and date; these records now maintained by the Commissioner, Washington, D.C. Filed chronologically. (Never.) 9½ x 14 vols., 1 in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (1172)

321. RECORD OF ENTRIES FOR DRAWBACK, Apr. 29, 1898 - May 13, 1914. Record of details of importation and exportation, certificate number, amount of drawback, and to whom it is payable; obsolete. Arranged chronologically. (Never.) 13 x 16½ vol., 1 in., on wooden shelf. Binding broken. R. 204 (Bldg. A). (987)

322. POWERS OF ATTORNEY, May 4, 1899 to date. Forms 5291 and 5293, making appointments, signed by grantors, of persons to act as true and lawful agents and attorneys, in the name and place of the grantors, in the transaction of business with the Bureau. **Active**

segregated from inactive. (Daily, official.) 5 x 8 cards, 1 ft., in steel filing case drawer. R. 328 A (Bldg. B). (981)

323. RECORD OF ENTRIES FOR DRAWBACK, BEER AND TOBACCO, Jan. 2, 1900 - June 30, 1913. Date of export, number of entry, whether manufactured or withdrawn from warehouse, when bonded, name of importer, name of exporter, name of carrier, whither exported, description of merchandise, marks and numbers, amount of drawback, number of certificate, to whom payable, when issued, and when due; after 1914 no exports of beer or tobacco with benefit of drawback at this port. Filed chronologically. (Never.) 14 x 16 vols (5), 6 in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (990)

324. EMPLOYEE CONFIDENTIAL FILE, 1901 to date. Statement of appointments of employees, with Department and efficiency record; also list of personnel, with position sequence. (Early records never; current daily, official.) 9 x 12 folders, 2 ft. 4 in., in wooden-faced metal drawer and in metal filing case drawer. Rs. 330 and 332 C (Bldg. B). (935, 936)

325. REPORT OF MERCHANDISE IMPORTED AND ENTERED FOR IMMEDIATE TRANSPORTATION WITHOUT APPRAISEMENT TO OTHER PORTS AND RECORD OF ENTRIES AND GOODS FORWARDED IN BOND, June 12, 1901 - Dec. 5, 1912; July 3, 1918 to date. Forms 197, 5047, and 5047B, indicating details of importations, name of bonded carrier, destination, number of immediate transportation entry, etc. (Older records never; recent daily, official.) 10½ x 15½ and 9 x 14 vols. and 10½ x 16 loose-leaf book, 4 in., on wooden shelf, and on steel shelf in vault. R. 204 (Bldg. A) and R. 328 A (Bldg. B). (907, 908)

326. RECORD OF IMPORTATIONS AND MANUFACTURERS' CERTIFICATES, June 17, 1901 - Mar. 5, 1906. Record of importations pertaining to goods reshipped to Milwaukee, giving ports of clearance and entry, number, yards, pounds, and value of packages, number of certificates, and date; related activity described in Serial 827. (Never.) 10 x 15 vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (826)

327. BONDS, IN TRANSPORT, Aug. 1, 1901 - Dec. 5, 1904. Bonds guaranteeing the safe arrival of merchandise between port of shipper and destination. (Never.) 8 x 12 vol., ½ in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (1140)

328. BONDS FOR TRANSPORTATION AND EXPORTATION TO CANADA, Aug. 2, 1901 - Sept. 1906. Form 757, bonds signed by shippers to guarantee that duties will be paid at point of destination, giving car number, description of shipment, value, and duties assessed. (Never.) 11 x 16½ vol., 1¼ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1124)

329. RECORD OF DEBENTURES ON MERCHANDISE EXPORTED, Oct. 1, 1901 - June 30, 1920. Monthly abstract of debentures issued on merchandise exported, giving date of export, type and name of vessel, master's name, number of export entry, whither exported, whether from warehouse or manufacturer, description of packages and merchandise, quantity, rate, amount, retention, net amount payable, number of certificate, and to whom and when payable. Filed alphabetically by name of exporter. (Never.) 10½ x 15½ vol., 1½ in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (883)

330. DEBENTURE CERTIFICATES FOR MANUFACTURED ARTICLES, Oct. 3, 1901 - Mar. 20, 1907. Record of certificates, giving number of bond and entry number of certificate, date, amount, to whom payable, when payable, drawback on article imported, and into what article manufactured. Filed alphabetically. (Never.) 11½ x 12 vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (882)

331. RECORD OF DRAWBACK ENTRIES AND DEBENTURES, Nov. 24, 1903 - Mar. 21, 1913; Sept. 1914 - Aug. 1915; 1925 to date. Record of entry and payment of claims for drawback, showing notice of intent, number of combination entry, name of exporter, character of exports, date of payment; no claims, 1915-1924. Filed chronologically. (Older records never; recent daily, official.) 10½ x 16 vols. (2), 1 in., on wooden shelves. R. 204 (Bldg. A) and R. 328 (Bldg. B). (997, 998)

332. BONDS OF IMPORTERS ON DELIVERY OF PACKAGES NOT DESIGNATED FOR EXAMINATION, Dec. 3, 1903 - Mar. 19, 1917. Commerce Cat. 590, bonds guaranteeing that the importer will return packages received, without opening them, to Collector, provided that the latter shall require them within ten days of appraisement; discontinued in 1917. (Never.) 8 x 13 vol., ½ in., on wooden shelf. R. 204 (Bldg. A). (1120)

333. ACCOUNT OF EXPORT BONDS TAKEN IN, Jan. 5, 1904 - Mar. 17, 1913. Register of bonds guaranteeing that goods imported for reexport will be exported, indicating date and number, date due, names of principals and sureties, and amount of duty; at present the functions of bonds herein registered are included in the provisions of the warehousing bond. (Never.) 10 x 15 vol., 1 in., on wooden shelf. R. 204 (Bldg. A). (1131)

334. RECORD OF ACCOUNT OF TRANSPORTATION BONDS, Jan. 6, 1904 - Apr. 25, 1913. Number of bond, date, when due, name of principal, number of warehouse bond, amount of duty, value of goods, date of cancellation, delivery to District Attorney, and number of voucher. (Never.) 8½ x 11½ vol., 1 in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1138)

335. RECORD OF ARRIVAL AND DEPARTURE OF EMPLOYEES, Apr. 1904 - June 1911. Form 367 A; obsolete. (Never.) 14 x 20 vol., 1 in., in wooden bin. Dirty, ink faded. R. 335 (Bldg. B). (937)

336. BONDS FOR EXPORT OF MANUFACTURED ARTICLES WITH BENEFIT OF DRAWBACK, May 20, 1904 - Sept. 15, 1911. Posted by exporter as guarantee that material, imported into and manufactured in this country with the intention of reexporting under drawback privileges, will not be relanded in any port or place within the United States after having been exported; between 1914 and 1925 no drawbacks were claimed at this port and, in the interval, the use of bonds in the drawback procedure was discontinued. Arranged chronologically. (Never.) 8 x 13 vol., ½ in., on wooden shelf. R. 204 (Bldg. A). (988)

337. BONDS FOR SIX MONTHS, TO COVER DELIVERY OF UNEXAMINED PACKAGES, July 23, 1904 - Mar. 30, 1916 (Feb. 11, 1907 - Dec. 17, 1909 and Dec. 1910 - Jan. 1911 missing). Bonds guaranteeing payment of penalty twice the value of import in event of importer's tampering with, or not returning, packages to be returned; one volume devoted exclusively to meat and meat products. (Never.) 9 x 13½ vols. (7), 6 in., on wooden shelf. R. 204 (Bldg. A). (1134)

338. RECORD OF CERTIFICATES OF IMPORTATION RECEIVED FROM OTHER PORTS, Jan. 1, 1905 - Mar. 8, 1917. Where issued and date, name of importer and steamer, from where, date of arrival, marks and numbers, volume, value, and rate of duty, and amount of duty; related activity described in Serial 826. (Never.) 10 x 13½ vol., ½ in., on wooden shelf. Brittle, dirty, bindings broken, ink faded. R. 204 (Bldg. A). (827)

339. EXAMINER'S RECORD, Nov. 1906 - Dec. 18, 1914; Dec. 23, 1930 - June 1, 1932. Number of parcels, name of importer, date of examination, and description of merchandise. Filed by numbers. (Never.) 10½ x 15½ vol. and 4½ x 10½ bundles, 4 ft. 9 in., on wooden shelves. Vol. dirty, binding broken, ink faded; bundles dirty. R. 204 (Bldg. A). (824, 823)

340. GENERAL ACCOUNT OF BONDS FOR DUTIES ON GOODS WAREHOUSED, Dec. 31, 1906 - Aug. 31, 1908. Monthly record. (Never.) 10 x 15 vol., 1 in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (1012)

341. RECORD OF DUTIES PAID ON WAREHOUSE AND REWAREHOUSE WITHDRAWALS FOR CONSUMPTION, Jan. 2, 1907 - Apr. 1913. Form 3635, giving date of payment, number of warehouse and rewarehouse bond, by whom withdrawn, from what district or country, number of withdrawal, date of withdrawal, description of goods, value and rate of duty, and total duty on entry. (Never.) 8½ x 10½ vols. (2), 2 in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (1010)

342. RECORD OF DUTIES ON GOODS WITHDRAWN FOR CONSUMPTION, Jan. 20, 1907 - Sept. 30, 1911. Date of original importation, date of withdrawal, name of importer, name of vessel, where from, number of warehouse bond, description of merchandise, quantity, rate of duty, and value and amount of duty. (Never.) 11 x 16 vol., 1½ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1008)

343. BONDS TO PRODUCE CERTIFICATE OF EXPORTATION, Dec. 30, 1908 - July 17, 1912. Commerce Cat. 596, bonds guaranteeing that an exporter, who is reimporting goods he has previously exported, will produce the certificate of exportation to prove that the original export was made in good faith and not with the intention of defrauding the Government. (Never.) 8 x 13 vol., ½ in., on wooden shelf. Binding broken. R. 204 (Bldg. A). (1119)

344. BONDS FOR TRANSPORTATION AND EXPORTATION TO CANADA AND MEXICO, Apr. 10, 1911 - Mar. 20, 1917. Bonds to guarantee payment of duties, giving name of shipper, amount of bond, description of goods, and destination. (Never.) 8½ x 15 vols. (2), 2 in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1125)

345. BONDS FOR EXAMINATION AND APPRAISEMENT OF HEAVY AND BULKY MACHINERY AFTER SAME HAS BEEN SET UP AT PLACE OF DELIVERY, June 28, 1911 - Dec. 24, 1913. Under the provisions of Articles 855 to 858 of the Customs Regulations of 1908, an importer, under bond, can have heavy or bulky machinery delivered directly and set up before it is examined and appraised for the payment of duties; these bonds guarantee the payment of duties and charges levied in the ensuing examination and appraisement. (Never.) 8 x 13 vol., ½ in., on open wooden shelf. R. 204 (Bldg. A). (1086)

346. RECORD OF INCREASED AND DECREASED DUTIES ASCERTAINED ON LIQUIDATION OF WAREHOUSE ENTRIES, July 1911 - Apr. 1913. Monthly record of number of bond, date of entry, importer, estimated duty, ascertained or liquidated duty, date of liquidation, increased duty, decreased duty, and remarks. (Never.) 8½ x 14 vol., 1 in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1013)

347. RECORD OF DUTIES ON MERCHANDISE WAREHOUSED OR REWAREHOUSED, WITHDRAWN WITHOUT PAYMENT OF DUTIES, AND ENTERED FOR EXPORTATION, Oct. 10, 1911 - Feb. 15, 1913. Number of warehouse bond, date of export, by whom entered, name of vessel, whither exported, number of export bond, description of merchandise, quantity, rate of duty, value, and amount of duty. (Never.) 8 x 11 vol., 1 in., on wooden shelf. R. 204 (Bldg. A). (1009)

348. REQUISITIONS FOR FORMS, 1913 to date. Originals sent to Washington. (Never.) 9½ x 11½ folders, 8 in., in wooden-faced metal filing case drawer. R. 330 (Bldg. B). (804)

349. CERTIFICATES OF IMPORTATION, Aug. 1916 - Oct. 26, 1922; 1930 to date. Carbons of certificates sent to other ports to certify that material upon which drawback is being claimed at other ports was imported and the duty paid, indicating marks and number, quantity and description, value, rate, duty, port of exportation, imported from, entry number, date of liquidation, at whose request issued, and location of certificates of delivery. Filed chronologically. (Seldom, official.) 10 x 13 vol. and 9 x 12 folders and pads, 3½ in., on wooden shelf and in metal filing case drawer. Vol. damaged, brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A) and R. 328 (Bldg. B). (995, 996)

350. ACCOUNT OF SALABLE CUSTOMS BLANKS, July 1917 to date. Copies of Forms 4907 to 4911, monthly record of sale of blanks for importers, number of pads on hand, number received, total value of pads on hand and received during current month, amount sold, and balance. Filed by numerical system. (1917 - 1930 records never; others daily, official.) 3½ x 8 vols. (6) and cloth-bound pads, 3½ in., on cardboard box, on wooden shelf, and in wooden desk. Rs. 328 A (Bldg. B), 204 (Bldg. A), and 328 A (Bldg. B). (962 - 964)

351. CONSUMPTION TERM BONDS, Sept. 1917 to date. One year guaranty and surety of payment of duty on merchandise as withdrawn from warehouse and of payment for overtime of Government inspectors. Filed alphabetically. (1917 - 1935 records seldom; others daily, official.) 8½ x 11 bundle and loose forms, 2½ in., on cardboard box and on steel shelf in vault. Bundle brittle, dirty. R. 328 A (Bldg. B). (877, 878)

352. RECORD OF SPECIAL LICENSES GRANTED IMPORTERS DURING WAR PERIOD, Jan. 9 - Aug. 19, 1918. Date of import, name of importer, type of merchandise, weight, and value of merchandise. Filed alphabetically. (Never.) 8 x 14 vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (825)

353. RECORD OF TRANSPORTATION IN BOND, Aug. 2, 1918 to date. Record of merchandise transported and received in bond, indicating port from which received, brief description of merchandise, name of ship or carrier, date and number of entry, date and number of disposition, and certificate of delivery date. (Older records never; recent daily, official.) 11 x 15 loose-leaf book and 10½ x 16 vol., 2 in., on wooden shelf and on steel shelf in vault. Book dirty, ink faded. R. 204 (Bldg. A) and R. 328 A (Bldg. B). (915, 916)

354. TITLES OF PROHIBITED ARTICLES, PRINCIPALLY LITERATURE, AND CORRESPONDENCE, 1919 to date. Mimeographed lists from Washington of prohibited articles, such as lottery tickets, obscene pictures and films, and merchandise and products made by convict labor;

Washington is consulted on imported articles or literature of questionable nature before delivery to consignee; prior to 1919 similar records were kept only at the Commissioner's office. Filed chronologically; indexed alphabetically by name of article. (Daily, official.) 9½ x 11½ folders, 1 in., in steel filing case drawer. R. 328 (Bldg. B). (832)

355. RECORD OF DUTIABLE CONSUMPTION ENTRIES AND LIQUIDATIONS, MILWAUKEE AND SUBPORTS, Apr. 1919 to date. Date when collected, name of importer, type of merchandise, duty paid, entry number, date of liquidation, liquidated duty, increased and additional duty, excess, date of refund, and notations; similar record for 1873 - Mar. 1919 kept on different form, described in Serial 867; since 1933, subport records not included in this file, and Form 5151-B used. Filed numerically. (Older records seldom; recent daily, official.) 8½ x 11 loose-leaf books (4), 6½ in., on steel shelf in vault. R. 328 A (Bldg. B). (868, 869)

356. RECORD OF GOODS ENTERED IN BOND AND RECORD OF WAREHOUSE WITHDRAWALS, Apr. 1919 to date. Record of goods entered gives date of entry, bond and entry number, by whom entered, name of vessel, date of arrival, duty, and notations; record of warehouse withdrawals gives date of withdrawal, withdrawal entry number, bond number, date, and amount; 1860 - 1911 withdrawals in separate file, described in Serials 950 and 951. (Daily, official.) 9 x 12 loose-leaf books, 3½ in., on steel shelf in vault. R. 328 A (Bldg. B). (952)

357. RECORD OF GOODS SENT TO GENERAL ORDER STORES, June 1919 to date. Form 5209, giving description of merchandise, marks and numbers, date when merchandise was received in store, general order or lot number, date of disposition of merchandise, and notations on disposition, made out in duplicate by inspector; original kept, duplicate to Comptroller. (Daily, official.) 8½ x 11 cover, 2 in., on steel shelf in vault. R. 328 (Bldg. B). (811)

358. RECORD OF FREE ENTRIES, MILWAUKEE AND SUBPORTS, July 1919 to date. Form 5151-D, indicating date entered, entry number, name of importer, description of merchandise, and date liquidated; since Dec. 1933, subports records in separate file. (Older records seldom; recent daily, official.) 8½ x 11 loose-leaf books (3), 5 in., on steel shelf in vault. 2 early vols. torn. R. 328 A (Bldg. B). (871, 872)

359. ACCOUNT OF BALANCES AND TRANSACTIONS ON MERCHANDISE ENTERED FOR WAREHOUSE OR REWAREHOUSE IN DISTRICT 37, Sept. 30, 1919 - Sept. 30, 1923. Quarterly record, showing number of entry, month, year, balances from former account and subsequent entries, increases, total debits, duty paid, withdrawals, cancellation certificates on transportation, exportation, decreases, balances to

next report, and Comptroller's notations; somewhat similar record for Oct. 1872 - Aug. 1875 in separate file, described in Serial 948. (Never.) 8 x 11½ cover, 1 in., on wooden shelf. R. 204 (Bldg. A). (949)

360. DRAWBACK RATINGS, 1920 to date. Six types of data pertaining to drawbacks under the following titles: Drawback Ratings, i.e., copy of specifications, prepared by the manufacturer and submitted to Bureau at Washington, D.C. for approval, of articles in the manufacture of which materials eligible for drawbacks are used, for the purpose of establishing ratings for the amount of drawback on the manufacturer's product; Special Instructions and Investigative Reports, i.e., confidential letters of instruction from Washington as to the payment of claims based on the ratings and confidential reports on the drawback ratings from the Supervising Customs Agent of the Investigative Unit in Chicago; Certificates of Manufacture and Delivery, prepared by the manufacturer and checked by this office, showing amounts and values against which drawbacks are to be claimed, the delivery being specified when someone other than the manufacturer is doing the exporting, since the drawback can be collected only by the actual exporter; Certificates of Importation, originating at the port of entry and certifying that certain materials have been imported, transferred to the Certificates of Manufacture File when such certificate is attached to them; Extract of Certificates of Manufacture and Delivery, originating at ports which have issued drawback ratings upon which a claim is being made at Milwaukee; and Certificates of Delivery, used only when a delivery has not been noted on the Certificate of Manufacture and Delivery. Arranged alphabetically by name of drawback claimant. (Frequently, official.) 9½ x 11½ folders, 1 ft. 4 in., in metal filing case drawer. R. 328 (Bldg. B). (994)

361. CONSUMPTION (SINGLE ENTRY) BONDS, DUTIABLE AND FREE ENTRIES, Apr. 14, 1920 to date. Record of bonds guaranteeing delivery of merchandise, presentation of documents, and performance of all conditions for the release of merchandise; from July 1927 to date includes, in addition to the entry bonds, affidavits, duty tickets, carrier certificates, and other materials pertaining to entry and clearance of merchandise. Arranged by entries and filed numerically. (Older records never; recent daily, official.) 9 x 11½ loose-leaf book and folders, 132 ft. 3 in., on wooden shelf, in 21 steel filing case drawers and 36 wooden filing case drawers, and in 9 metal filing case drawers. Rs. 204 (Bldg. A) and 335 and 330 (Bldg. B). (874 - 876)

362. SHORT OR IRREGULAR DELIVERIES OF MERCHANDISE, Dec. 1920 to date. Form 7512, showing merchandise forwarded in irregular way, i.e., delivered in whole or in part direct to consignee without examination; earlier records destroyed, as authorized. Filed chronologically. (Never.) 8½ x 10½ bundle, 1 ft. 3 in., on open wooden shelf. R. 204 (Bldg. A). (966)

363. SEIZURE CASES CLOSED, 1921 to date. Cases in which certificate for destruction or sale of seized article has been issued; record consists of seizure report, court orders, correspondence, and telegrams and certificates of destruction and sale; one folder for each case. Filed alphabetically by name of defendant. (Semi-weekly, official.) 9 x 12 folders, 4 ft., in 2 metal filing case drawers. R. 328 (Bldg. B). (1072)

364. SHIPPERS' EXPORT DECLARATIONS, 1921 to date. Marks and numbers, description of goods, net quantity, value at time and place of exportation, and declaration; prepared in triplicate; original sent to Bureau of Foreign and Domestic Commerce, New York City, copy to Marine Division, Milwaukee, and copy kept. (Seldom, official.) 9 x 12 folders, 1 ft. 6 in., in metal filing case drawer. R. 328 (Bldg. B). (945)

365. ACCOUNT CURRENT OF SPECIAL DEPOSITS, Apr. 1, 1921 - May 31, 1924. Monthly itemized account of collections from various sales and services, such as sale of unclaimed goods, abandoned goods, and seizures, storage, and night services. (Never.) 9 x 11½ vol., ¼ in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (855)

366. TICKETS FOR GOODS CARTED OR LIGHTERED, Jan. 1922 to date. Form 6043, showing goods transported by carrier to the Appraiser's Stores; earlier records destroyed, as authorized. Filed chronologically. (Never.) 5½ x 6 bundles (20) and covers (20), 16 ft., on wooden shelf, on steel shelf in vault, and on steel shelf in vault. Rs. 204 and 110 (Bldg. A) and 328 A (Bldg. B). (814 - 816)

367. VESSEL OR AIRCRAFT BONDS, TERM OR SINGLE ENTRY, Oct. 1923 to date. Form 7569, bonds for 24 hours given by carrier as a guaranty for the safety of cargo and overtime payment for inspectors. (Daily, official.) 8½ x 11 folders, 2½ in., on 2 steel shelves in vault. Brittle, dirty, torn. R. 328 A (Bldg. B). (1127)

368. ENTRIES OF MERCHANDISE IMPORTED THROUGH THE MAILS ON WHICH FINES HAVE BEEN PAID, Dec. 10, 1923 to date. Form 3421, vouchers, giving importer's name and address, quantity and description of imported merchandise, value, rate, and fine, with signature of payor and Collector. (Never.) 5½ x 7 bundles, 8 3/4 in., on wooden shelf and on filing case. R. 204 (Bldg. A) and R. 335 (Bldg. B). (1025, 1026)

369. WAREHOUSE ENTRIES CLOSED, Aug. 19, 1924 to date. Papers pertaining to the importation, warehousing, and withdrawing from bonded warehouse of merchandise, i.e., warehouse entries; titles of forms: Warehouse Ledger, Warehouse Entry, Warehouse Withdrawal for Consumption, Warehouse Permit, Carrier Manifest of Goods Subject to Inspection, Immediate Transportation Entry, Permit to Sample Goods in Bonded Warehouse, Certificate of Weight or Measure, Summary of Entered Value and Appraisement, Consular Invoice, Carrier

Bill of Lading (for customs purposes), Carrier Invoice, Foreign Entry for Export, Declaration of Nominal Consignee, Purchaser, or Ultimate Consignee, Dock Book, and Ticket for Goods Delivered from Store; Warehouse Ledger prior to 1924 kept in different form, described in Serial 956, and entries not yet withdrawn in separate file described in Serial 959. Filed chronologically, and numbered within a 4 year series. Alphabetical index of importers, with the numbers of their respective entries, 3 x 5 cards, 4 ft. (Seldom, official.) 9½ x 11½ folders, 9 ft. 4 in., in 2 paper boxes and in 3 wooden-faced metal filing case drawers. R. 204 (Bldg. A) and R. 382 (Bldg. B). (957, 958)

370. TRANSPORTATION ENTRY AND SPECIAL MANIFEST OF GOODS SUBJECT TO INSPECTION, Nov. 1924 to date. Form 7512, special manifests for transfer of merchandise from one port to another to correct error in delivery of original shipment; also acts as receipt for merchandise transferred from custody of one Collector to another; records prior to Nov. 1924 destroyed. Arranged chronologically. (Never.) 8½ x 10½ bundle and covers, 4 in., on wooden filing case and in wooden filing case drawer. Bundle dirty. R. 328 A (Bldg. B). (912, 913)

371. DRAWBACK EXPORT SHIPMENTS, 1925 to date. Transportation entries, signed by bonded carrier, and original and two copies of notices of intent to export with benefit of drawback; original and the third copy of the transportation entry are in the hands of the port of export and of the carrier respectively; one folder for each entry. Filed numerically. (Seldom, official.) 9½ x 11½ folders, 11 ft., in 6 metal filing case drawers. R. 328 (Bldg. B). (1003, 1004)

372. DAILY, WEEKLY, MONTHLY, QUARTERLY, SEMI-ANNUAL, AND ANNUAL REPORTS, 1925 to date. Copies of reports to Washington; weekly report on quota of sugar and cocoanut oils from the Philippines, weekly report on quota of commodities on Canadian trade agreements, report on criminal cases, drawback transactions, seizures, Bureau of Foreign and Domestic Commerce, gold and silver imports and exports, narcotic drug seizures, forfeited automobiles, report and record of seizures and fines, and strip stamp report. Filed chronologically. (Never.) 9 x 12 folders, 9 in., in wooden-faced steel filing case drawer. R. 328 A (Bldg. B). (968)

373. RECORD OF IMPORTATION ENTRIES ON WHICH DRAWBACK IS CLAIMED, 1925 to date. Form 4997, indicating importer, materials, vessel, port of importation, delivered to, entry number, date, quantity and value, rate, drawback entry number, and quantity. Arranged alphabetically by importers' names. (Daily, official.) 5 x 8 cards, 1 ft. 4 in., in drawer of metal card cabinet. R. 328 (Bldg. B). (992)

374. RECORD OF NOTICES OF INTENT TO CLAIM DRAWBACK, 1925 to date. Date, notice of intent, number, entry number, name of exporter, export line (carrier), clearance, name of vessel, merchandise, and port of

exportation. Arranged chronologically. (Never.) 9 x 12 and 14 x 17 loose-leaf books, 4 in., on wooden shelf. R. 328 (Bldg. B). (1001)

375. LIQUIDATION BULLETINS, June 16, 1925 - Nov. 15, 1928. Typewritten list of entries of imported merchandise liquidated, showing date of liquidation and description; record is now obsolete. (Never.) 9 x 12 bundle, ½ in., on wooden shelf. R. 204 (Bldg. A). (984)

376. DRAWBACK CLAIMS, Nov. 18, 1925 to date. Blueprints and data on merchandise involved in the drawback procedure, including drawback entries, certificates of manufacture, correspondence between the Collector and party availing himself of drawback privilege, abstracts of manufacturing records, bills of lading, and export papers. Filed alphabetically by claimant's name. (Semi-weekly, official.) 9½ x 11½ folders, 10 ft., in 6 metal filing case drawers. R. 328 (Bldg. B). (1002)

377. SALES OF ABANDONED AND UNCLAIMED MERCHANDISE, Apr. 1926 - Dec. 1935. Itemized record and correspondence. Filed alphabetically. (Never.) 9 x 19 vols., 4 in., in wooden-faced steel filing case drawer. R. 328 A (Bldg. B). (803)

378. INWARD FOREIGN MANIFESTS AND REPORTS, May 1926 to date. Forms 7527 and 7527 B, manifests of cargoes consigned to Milwaukee and its subports, listing bill of lading number, marks and numbers, quantity and description of merchandise, name of shipper and consignee, port of shipment, port of destination, name of vessel, and name of master. Manifests filed chronologically. (Older records never; recent occasionally, official.) 8 x 10½ loose papers and covers, 8 ft. 2 in., on wooden shelf in vault and in 4 wooden filing case drawers. Rs. 338 and 328 A (Bldg. B). (975, 976)

379. RECORD OF BAGGAGE ENTRIES, Aug. 1926 to date. Record of baggage received from other ports, indicating port from which received, description of baggage, type of carrier, withdrawal, date and number, disposition of baggage, and certificate of delivery and date. Filed chronologically. (Frequently in summer; seldom in winter, official.) 9 x 12 loose-leaf book, 2 in., on steel shelf in vault. R. 328 A (Bldg. B). (817)

380. DAILY LIST OF ABSENTEES, Jan. 1927 - Dec. 1931. Form 2242, report from the chief of this office. Filed chronologically. (Never.) 8 x 11 bundles (3), 1 ft. 6 in., on wooden shelf. R. 204 (Bldg. A). (938)

381. DUTY TICKETS, COPIES, Mar. 1927 - May 1935. Form 5103, copies of payment receipts on importation duties; since May 1935 this copy filed with all other papers pertaining to the entry of imported merchandise. Filed numerically. (Never.) 3 x 4 bundles (4) and 3 x 5 check stubs, 4 ft. 7 in., on wooden shelf and on steel shelf in vault. Bundles dirty, ink faded. R. 204 (Bldg. A) and R. 330 (Bldg. B). (1006, 1007)

382. PERMANENT EXHIBITION BONDS, FREE ENTRY, May 1927 to date. For the entry of exhibits of art, science, and education; not used for commercial purposes. (Never.) 9 x 12 folders, 3 in., in wooden-faced steel filing case drawer. R. 328 A (Bldg. B). (1142)

383. ENTRIES OF DUTIABLE MERCHANDISE IMPORTED THROUGH THE MAILS, May 21, 1927 to date. Form 3419, giving importer's name and address, quantity and description of merchandise, value, rate, and amount of duty, with signatures of payor and Collector; records prior to 1927 destroyed. (Older records seldom; recent frequently, official.) 5½ x 6 bundles (63) and 6 x 7 loose forms and bundles, 25 ft., on 2 wooden shelves and on steel shelf in vault and in wooden filing case drawer. Early bundles dirty. R. 204 (Bldg. A) and R. 330 (Bldg. B). (1021 - 1023)

384. STATISTICAL REPORT OF MERCHANDISE IMPORTED, July 1927 - Dec. 1932. Commerce Form 247, showing district, port, entry number, class, schedule, quantity, and value of merchandise imported, records prior to 1927 destroyed. (Never.) 15 x 18 loose-leaf book, 6 in., on wooden shelf. R. 204 (Bldg. A). (864)

385. RECEIPTS TO POSTMASTER, DUPLICATES, July 1927 to date. Duplicates of Form 3427, receipts for duties collected by Postmaster for the Collector, on importations by mail; records prior to 1927 destroyed. Filed chronologically. (Never.) 5½ x 8 paper packages and folders, 6 ft. 8 in., on wooden shelf and in wooden filing case drawer, on wooden cabinet, and in vault. R. 204 (Bldg. A) and R. 330 (Bldg. B). (806, 807)

386. LISTS OF CERTIFIED INVOICES SENT BY CONSULS, July 1927 to date. Form 142, lists of invoices prepared by Consuls and sent to Collector to inform the latter that the invoices are being forwarded, showing location of Consul, number of invoice, date of certification by the Consul, name of shipper, and amount of invoice; records prior to 1927 destroyed. (Never.) 7 x 8 bundles (2) and covers, 3 ft. 1 in., on wooden shelf and in steel filing case drawer. R. 204 (Bldg. A) and R. 328 A (Bldg. B). (1087, 1088)

387. BILL AND RECEIPT FOR MISCELLANEOUS COLLECTIONS, STUBS, Sept. 1927 to date. Form 5109, bill and receipt for fees, labor storage, carding, sealing, and cartage, numbered and signed by Deputy Collector; prepared in triplicate, original (blue) retained by the Deputy, yellow to payee, and white remaining in pad; records prior to 1927 destroyed. (Never.) 4 x 5½ pad stubs, 5 ft. 6 in., on wooden shelf and on steel shelf in vault. R. 204 (Bldg. A) and R. 330 (Bldg. B). (1048, 1049)

388. WAREHOUSE ENTRIES AND WAREHOUSE LEDGER, 1929 to date. Record of importation and warehousing of warehouse entries, with the exception of the warehouse ledger sheets. Filed chronologically. Alphabetical index of importers, 3 x 5 cards, 4 ft. (Daily, official.) 9½ x 11½ folders and loose-leaf book, 4 ft. 1½ in., in two metal filing case drawers and on desk. R. 328 (Bldg. B). (959)

389. ENTRIES OF MERCHANDISE IMPORTED THROUGH THE MAILS ON WHICH FINE HAS BEEN PAID, Oct. 1929 to date. Duplicates of Form 3421, covering assessment of fines on importations through the mails, giving quantity and description of merchandise, value, rate, rate of fine, and assessed fine; originals reported on serial abstracts 1025 and 1026. (Never.) 7 x 5½ perforated books (11), 8 in., on wooden shelf. Dirty. R. 335 (Bldg. B). (1024)

390. RECORD OF BONDED MERCHANDISE RECEIVED, PERMITTED, AND DELIVERED FROM WAREHOUSE, Apr. 1, 1930 to date. Form 5215, giving name of warehouse, name of importer, bond or entry number, name of vessel importing merchandise, name of country merchandise imported from, date of arrival, date received in warehouse, marks and numbers, number of packages received, description of merchandise, and information relating to transaction of delivery from warehouse. (Daily, official.) 8½ x 11 loose-leaf book, 2 in., on steel shelf in vault. R. 328 A (Bldg. B). (960)

391. CONFIDENTIAL LOTTERY INFORMATION, INACTIVE, 1931 - July 1935. Notations and sample lottery tickets pasted in book, giving names of lotteries and place of origin. (Never.) 9½ x 14 vol., 1 in., in wooden desk. R. 328 (Bldg. B). (801)

392. ENTRIES OF MERCHANDISE IMPORTED THROUGH THE MAILS, Jan. 1931 to date. Form 3419, giving quantity, description, and value of merchandise, rate of duty, and assessed duty. (Never.) 5½ x 7 perforated books (215) and pads, 16 ft. 6 in., on 3 wooden shelves and on 3 metal shelves. Rs. 335 and 330 (Bldg. B). (1019, 1020)

393. LIST OF COPYRIGHT BOOKS BY FOREIGN AUTHORS, 1931 to date. Name of book and author, name of United States publisher holding exclusive right to publish book in United States, and date of copyright. Filed alphabetically. Indexed by author and title, 3 x 5 cards, 3 ft., in 2 wooden drawers. (Weekly, official.) 9½ x 11½ folders, 1 in., in steel filing case drawer. R. 328 (Bldg. B). (813)

394. RECORD OF BONDED MERCHANDISE RECEIVED AT, PERMITTED, AND DELIVERED FROM WAREHOUSE, Mar. 6, 1931 to date. Form 5215, giving date received in warehouse, marks and numbers, number of packages received, description of merchandise, date permitted, to whom permitted, number of packages permitted and delivered, date delivered, and remarks pertaining to samples of merchandise. (Daily, official.) 8½ x 11 loose-leaf book, 2 in., on open steel shelf in vault. R. 328 A (Bldg. B). (1122)

395. RECORD OF I. T. (IMMEDIATE TRANSPORTATION) ENTRIES, Dec. 1931 to date. Port from which received, description of goods, type of carrier, entry and withdrawal, disposition, entry number, date, certificate of delivery, date, and notations. (Daily, official.) 9 x 12 folders, 1 ft. 2 in., in steel filing case drawer. R. 328 A (Bldg. B). (905)

396. RECORD OF OUTSTANDING LIABILITIES AGAINST TERM BONDS, Feb. - Oct. 1932. Running account of the outstanding liability against term bonds posted by commercial importers as a blanket surety covering all phases of customs procedure; discontinued. Arranged alphabetically by name of importer. (Never.) 3½ x 5 bundles (2), 3 in., on cardboard box. Dirty. R. 328 A (Bldg. B). (1126)

397. COPYRIGHT LIQUOR AND WINE TRADEMARKS, Nov. 1933 to date. Record of registered importers with exclusive rights to import specific copyrighted and trademarked wines and liquors. Filed by classification of import. (Daily, official.) 9½ x 11½ folders, 1 ft., in steel filing case drawer. R. 328 (Bldg. B). (861)

398. SUGAR QUOTA REPORT, Oct. 1934 to date. Correspondence and report relative to sugar imported into District 37; in order that sugar imported into the United States will not exceed the quota agreed upon, all districts must report all sugar imported. Filed chronologically. (Seldom, official.) 9½ x 11½ folders, 2 in., in steel filing case drawer. R. 328 (Bldg. B). (812)

399. LABELS AND PHOTOSTATIC COPIES OF LIQUOR LADEL RELEASES, July 1935 to date. Submitted by importer for approval of the Federal Alcohol Administration; list of registered importers, together with approved labels of wines and liquors which they may import. Filed alphabetically. (Semi-monthly, official.) 9½ x 11½ folders, 1 ft., in steel filing case drawer. R. 328 (Bldg. B). (860)

400. SEIZURE CASES, Jan. 11, 1936 to date. Cases in which disposition of seized articles has not yet been decided: seizure reports, court orders, correspondence, and telegrams pertaining to cases. Filed alphabetically by name of defendant. (Semi-weekly, official.) 9 x 12 folders, 1 ft., in metal filing case drawer. R. 328 (Bldg. B). (1073)

Mail Division Records

401. RECORD OF IMPORTATIONS THROUGH THE MAIL, June 1911 - Apr. 1913; Jan. 1, 1918 - Mar. 1929. Form 636, giving serial number of free importations, post office to which dispatched for collection, amount of fine, if any, description of merchandise, date forwarded for collection, date of return, and remarks. (Never.) 8 x 11 vols. (2), 1 in., on wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1027)

402. C.I.E. CIRCULAR LETTERS, Nov. 1923 to date. Mimeographed letters giving information on value, undervaluation, appraisals, classification, smuggling, and general office routine. Filed chronologically. Cross reference index, 3 x 5 cards, 1 ft. 2 in., in steel drawer. (Daily, official.) 8 x 10½ loose sheets, 2 ft. 4 in., in steel filing case drawer. R. 15 (Bldg. B). (986)

403. GENERAL CORRESPONDENCE AND REPORTS, Nov. 1923 to date. Quarterly reports, tea reports, Customs Information Exchange reports, free list, departmental and Collector's letters, compensating taxes, customs travel regulations, undervaluation and smuggling seizures, Special Agent and Comptroller's letters, Bureau of Animal Industry reports, food and drug inspection, countervailing duties, registrations on Form 4455, and drawbacks. (Daily, official.) 8 x 10½ folders, 2 ft., in steel filing case drawer. R. 15 (Bldg. B). (1226)

404. TRADEMARKS, Nov. 1923 to date. Registered trademarks allowed or pending allowance. Filed alphabetically. (Daily, official.) 8 x 12 folders, 4 in., in steel filing case drawer. R. 15 (Bldg. B). (863)

405. REQUESTS FOR INVOICES, Nov. 1923 to date. Record of all parcels received and examined for which an invoice has been requested, giving date received, kind of merchandise, and name and address of sender and addressee. (Daily, official.) 10 x 15 vols. (2) and 5 x 8 loose sheets, 9 in., on wooden shelf. R. 15 (Bldg. B). (1077)

406. RECORD OF PARCELS RECEIVED, ORDINARY, REGISTERED, AND EXAMINED, Nov. 1924 to date. Number and dates of parcels received and examined. (Daily, official.) 10 x 14 vols. (2), 1¼ in., on wooden shelf. 1 vol. damaged. R. 15 (Bldg. B). (1018)

407. CHECKING SHEETS FOR MAIL ENTRIES, Feb. 1926 to date. Used for checking off duty payments on mail importations which are collected by postmasters in cases where consignee requests forwarding of mail to other than original destination; records prior to 1926 destroyed on official authorization. (1926 - 1930 records never; others daily, official.) 10 x 18 bundle and 11 x 16½ loose-leaf book, 1½ in., on wooden shelf and on top of wooden filing case. R. 204 (Bldg. A) and R. 330 (Bldg. B). (1030, 1031)

408. NOTIFICATIONS TO CONSIGNEE OR ADDRESSEE TO MAKE FORMAL ENTRY OF MAIL IMPORTATIONS IN LIEU OF BILL OF LADING, June 16, 1927 - Apr. 1931. Quadruplicates; originals sent to the consignees or addresses, second copies to the Entry Division, and third to the Comptroller at Chicago. (Never.) 8 x 10 bundle, 6 in., on wooden shelf. R. 204 (Bldg. A). (1017)

409. INVOICES, CONSULAR AND SHIPPERS', 1928 to date. Standard form invoices covering mail shipments of imported and exported merchandise. Index by commodities, 3 x 5 cards, 6 in., in steel drawer. (Daily, official.) 8 x 10½ folders, 7 ft., in five steel filing case drawers. R. 15 (Bldg. B). (1015)

410. RECORD AND SCHEDULE OF DUTIABLE AND FREE MAIL ENTRIES, Mar. 11, 1929 to date. Monthly record, indicating date of collection, number of mail entries, and amount of collections, miscellaneous collections, and accounts of mail fines, with date of

collection, number of entries, name of payor, and amount of collection. (Current records daily; others monthly, official.) 8½ x 10½ loose-leaf books (3), 4 in., on steel shelf in vault and on wooden filing cabinet. R. 330 (Bldg. B). (1028, 1029)

411. EXAMINER'S RECORD OF IMPORTED MERCHANDISE, June 1932 to date. Number of packages, commodities, paragraph and rate of duty as shown in tariff, value, parcel post number, country of origin, entry date, and number. Filed numerically. (Daily, official.) 3½ x 8 loose sheets, 3 ft., in wooden filing case drawer. R. 15 (Bldg. B). (822)

412. CONFIDENTIAL LOTTERY INFORMATION, July 1935 to date. Sample lottery tickets and names and addresses of place of origin; records prior to July 1935 filed in Entry Section and described in Serial 801. (Daily, official.) 9½ x 14 vol. ½ in., in wooden desk. R. 15 (Bldg. B). (802)

413. DAILY RECORD OF MEAT SHIPPED THROUGH THE MAIL BY FOREIGN SHIPPERS, Mar. 1936 to date. Number of packages examined, kind of meat, and number of pounds. (Daily, official.) 9½ x 14 vol., ½ in., in wooden desk. R. 15 (Bldg. B). (1016)

Marine Division Records

414. GENERAL INDEX OF CONVEYANCES OF VESSELS, July 1860 to date. Index to bills of sale and mortgages, indicating enrollment and license of vessels, name of vessel, official number, rig, gross tonnage, grantor or mortgagor, grantee or mortgagee, port owned, port conveyed, kind of conveyance, date of conveyance, consideration, date received for record, book of record, and remarks. (Daily, official.) 9 x 14 (1) and 15 x 17½ (6) vols., 1 ft. 1 in., on steel shelf in vault. Brittle, ink faded. R. 338 (Bldg. B). (925)

415. INDEX OF VESSELS ENROLLED AND LICENSED, 1918 to date. Alphabetical index of boat owners, alphabetical index of boats, and numerical index of the registered numbers of boats. (Daily, official.) 3 x 5 cards, 3 ft., in 3 wooden filing case drawers. R. 338 (Bldg. B). (777)

416. INDEX TO CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE, July 1929 to date. Type of vessel, i.e., steel river boat, wooden river barge, wooden gas yacht, steam gas yacht, wooden sailing boat, steel barge, wooden steam screw boat, steel steam screw boat, and wooden and steel gas screw boat, showing name of vessel, tonnage, rig, when and where built and rebuilt, date, owner, master, and address of master; becomes inactive on enrollment; part of file described in Serial 776. Filed chronologically. (Daily, official.) 4 x 6 loose forms, 7 in., in steel filing case drawer. R. 338 (Bldg. B). (775)

417. INDEX TO CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE, INACTIVE, July 1929 to date. Type of vessel, i.e., steel river boat, wooden river barges, wooden gas yachts, steel gas yachts, wooden steam yachts, steel yachts, wooden sailing boats, steel barges, wooden steam screw boats, steel steam screw vessels, and wooden and steel gas screw vessels, indicating name of vessel, tonnage, rig, when and where built and rebuilt, date, owner, master, and address; becomes active as soon as the certificate of enrollment is changed; part of file described in Serial 775. Filed chronologically. (Frequently, official.) 4 x 6 cards, 10 in., in steel filing case drawer. R. 338 (Bldg. B). (776)

418. RECORD OF DEPARTURES AND EXPORTS, FOREIGN AND COASTWISE, Apr. 1851 - Sept. 7, 1874. Record of all vessels cleared, showing name of vessel, master, port of destination, and nature of cargo. Filed chronologically. (Never.) Variously sized vols. (9), 1 ft. 9 in., on wooden shelves. Damaged by water, brittle, dirty, bindings broken, ink faded. 3d floor N. and R. 204 (Bldg. A). (839, 840)

419. RECORD OF BILLS OF SALE, Apr. 1851 to date. Copies of Commerce Cats. 1343, 1345, and 518, bills of sale of all registered or enrolled vessels, giving owner, name, and kind of vessel, official number, name of purchaser, and date of record. (Weekly, official.) 21 x 16, 14 x 9⅓, and 18 x 13 vols. (62), 10 ft. 6 in., on two steel shelves in vault. R. 338 (Bldg. B). (929)

420. RECORD OF VESSELS ARRIVED, Apr. 4, 1851 - Dec. 1926 (Oct. - Dec. 1859, Oct. 1874 - Sept. 1880, Nov. 1884 - Sept. 1886, and Sept. - Dec. 1917 missing). Monthly record, giving date of arrival, name and class of vessel, name of master, port of origin, tonnage, cargo, and sundries. Filed chronologically. (Never.) 14⅓ x 17 (2), 15 x 20 (14), and 15½ x 17 (20) vols., 7 ft. 3 in., on wooden shelf and in 2 wooden bins. R. 204 (Bldg. A) and R. 335 (Bldg. B). (833, 834)

421. MASTER'S AND OWNER'S OATHS AND BONDS, Apr. 7, 1851 - May 10, 1879. Oaths of citizenship of owner and master and bonds guaranteeing compliance with customs and navigation laws. Oaths filed chronologically. (Never.) 8 x 12 vols. (3), 4 in., on wooden shelf. Bindings broken. R. 204 (Bldg. A). (901)

422. LICENSES OF ENROLLED VESSELS, June 1853 - June 1911. Record of licenses of enrolled vessels carrying on coasting and foreign trade, giving name of vessel, name of owner and master, home port, and date of enrollment. (Never.) 12 x 17 (15) and 9½ x 14 (33) vols., 10 ft. 3 in., in 4 wooden bins. R. 335 (Bldg. B). (800)

423. CERTIFICATES OF ENROLLMENT AND LICENSE, COPIES, June 1853 - Oct. 1929. Record of names of owners, name of vessel, date and place built, tonnage, reason for issuance of certificates, reason for surrender, and date of surrender. (Never.) 12 x 17 and 13 x 19 vols. (42), 10 in., on 4 open steel shelves. R. 338 (Bldg. B). (796)

424. REGISTER OF SHIPS AND OWNERS, 1857 - 1860. Type, name of vessel, tonnage, owner of vessel, date of enrollment, and date of license. Filed alphabetically by port. (Never.) 11 x 17 vol. ⅓ in., on open wooden shelf. R. 204 (Bldg. A). (787)

425. RECORD OF MORTGAGES ON SHIPS, Feb. 1857 to date. Commerce Cats. 521, 1351, 1362, and 1355, giving name of owner, kind of property, amount of mortgage, date due, amount of interest, certificate number, and bond issues, if any. Filed alphabetically. (Daily, official.) 12 x 16 vols. (24), 4 ft. 1⅓ in., on 3 steel shelves. R. 338 (Bldg. B). (934)

426. LEDGER OF DISBURSEMENTS AND COLLECTION OF MARINE HOSPITAL FUND, May 31, 1857 - Nov. 1860. Filed chronologically. (Never.) 10 x 14 vol., 1½ in., on open wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (828)

427. MARINE ACCOUNT, Apr. 1859 - Dec. 1867. Record of ships and posted fees charged for admeasurements, enrollments, licenses, and stamps. Filed chronologically. (Never.) 8½ x 13½ vol., ½ in., on wooden shelf. Damaged by water, brittle, dirty, torn, binding broken, ink faded. R. 204 (Bldg. A). (857)

428. INDEX TO ENROLLMENT AND LICENSE OF ENROLLED VESSELS, INACTIVE, Sept. 1865 - Jan. 1929. Forms 553 and 1231, giving type and name of vessel, date and number of enrollment, tonnage of vessel, and when, where, and why surrendered. Filed alphabetically by name of vessel. (Never.) 8⅓ x 13 (2) and 12 x 16 (4) vols., 9 in., on steel open shelf in vault and in wooden bin in storeroom. R. 338 (Bldg. B). (791)

429. HOSPITALIZATION RECORDS, Dec. 1868 - July 18, 1887. 1868 - July 7, 1870, record of hospitalization of crews, showing date of admittance to hospital, date of discharge, name of patient, name of vessel, place of employment, and name of hospital; remaining record shows eligibility for hospitalization, giving name, age, nativity, period of service, name of vessel, date of permit to enter hospital, length of sick leave, disease, result, date of discharge, and remarks. 1868 - July 7, 1870 records filed alphabetically by name of seamen; others alphabetically by name of vessel. (Never.) 10½ x 16 and 10½ x 15⅓ vols., 2 in., on open wooden shelves. R. 204 (Bldg. A). (831, 830)

430. FOREIGN VESSELS CLEARED FOR FOREIGN PORTS, July 1, 1870 - Sept. 22, 1883. Record of date of clearance, rig, name of vessel, flag, tonnage, number of crew, master's name, and destination; 1909 to date records described in Serial 837; Sept. 1883 - 1908 records missing. Arranged chronologically. (Never.) 12 x 18 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (843)

431. AMERICAN VESSELS ENTERED FROM FOREIGN PORTS, July 1, 1870 - Oct. 13, 1883. Record of date of entrance, whence arrived, number, rig, name of vessel, tonnage, size of crew, and master's name; 1909 to date records described in Serial 837; Oct. 1883 - 1909 records missing. Arranged chronologically. (Never.) 12 x 18 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (836)

432. FOREIGN VESSELS ENTERED FROM FOREIGN PORTS, DISTRICT OF MILWAUKEE, July 1, 1870 - Oct. 13, 1883. Record of date of entrance, rig, name of vessel, flag, tonnage, number of crew, master's name, and whence arrived; 1909 to date records described in Serial 837; Oct. 1883 - 1908 records missing. Arranged chronologically. (Never.) 12 x 18 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (838)

433. AMERICAN VESSELS CLEARED FOR FOREIGN PORTS, DISTRICT OF MILWAUKEE, July 7, 1870 - Sept. 5, 1883. Record of date of clearance, destination, name of vessel, type of rig, vessel number, tonnage, number of crew, and master's name; 1909 to date records described in Serial 837; Sept. 1883 - 1908 records missing. Arranged chronologically. (Never.) 12 x 18 vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (842)

434. ADMEASUREMENTS OF VESSELS, Feb. 1871 - Apr. 1881; 1890 to date. Blueprints of vessels, admeasurements, builders' certificates, and certificates of enrollment and admeasurement, used to enroll and license ships; originals retained in this office. Certificate attached. Card index for records 1890 to date in R. 338. (Older records never; recent monthly, official.) 13 x 18 vol., and variously sized envelopes, loose-leaf books, and bundles, 16 ft. 1½ in., in wooden bin and in 4 wooden cabinets. Rs. 335 and 338 (Bldg. B). (778, 779)

435. RECORD OF HOSPITAL MONEY COLLECTED, Mar. 1, 1871 - Nov. 1, 1877. Monthly record, giving date collected, name of vessel, name of master, home district, registration or enrollment, type of trade, tonnage, number of crew, aggregate number of month and days, and amount. Filed chronologically. (Never.) 8½ x 13½ vol., 1 in., on open wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (829)

436. MARINE ACCOUNTS CURRENT, Mar. 1, 1871 - June 30, 1888. For fuel, water and light, heating apparatus, lighthouse service, marine hospital, revenue cutter service, repair of public bldgs., and steamboat money. (Never.) 10½ x 15 vol., 1½ in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1051)

437. RECORD OF QUARTERLY RETURN OF TONNAGE, June 30, 1871 - Sept. 30, 1887. Record of abstract returned to the Register of the Treasury of permanent and temporary register, sail, steam, and whole fishery; enrollments, sail, steam, canal boats, and barges; list of vessels built and total tonnage of district. (Never.) 8½ x 11 vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1032)

438. OATHS OF NEW MASTERS, Mar. 1872 - Apr. 1893; Feb. 1915 - Dec. 1918. Form 1311, giving name of master, name of vessel, tonnage, and oath, with signature of master, witness, and Deputy Collector. (Never.) 10 x 14 and 9 x 14 vols. and 8 x 10½ bundles (5), 4½ in., on wooden shelf and in 2 wooden bins. Vols. dirty, torn, bindings broken, ink faded; bundles dirty. R. 204 (Bldg. A) and R. 335 (Bldg. B). (884 - 886)

439. OATHS OF MASTERS TO LOSS OF DOCUMENTS, July 1872 - Apr. 1885. Statements that vessel has been enrolled but certificate lost, and that if found, will be returned to Collector; given by Master and showing name of vessel and name of owner or master. (Never.) 11 x 14 vol., 1 in., in wooden bin. Dirty, ink faded. R. 335 (Bldg. B). (897)

440. BONDS FOR LICENSES OF VESSELS ABOVE 20 TONS, Sept. 9, 1872 - May 21, 1878. Licenses bonded for carrying on coastwise trade for one year. (Never.) 10 x 14 vols. (7), 7 in., on wooden shelf. Bindings broken. R. 204 (Bldg. A). (1123)

441. ABSTRACT OF REGISTERS, Jan. 1873 - June 1890. Record of permanent enrollments of vessels issued and surrendered. (Never.) 16 x 17 vols. (2), 3 in., in wooden bin. Dirty, ink faded. R. 335 (Bldg. B). (1069)

442. BILLS OF SALE OF ENROLLED VESSELS, Dec. 1873 - Dec. 1912. Record of name of owner, name of vessel, tonnage, name of purchaser, description of vessel, and remarks pertaining to conveyance of vessel. Filed alphabetically. (Never.) 8½ x 14 vols. (3), 6 in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (926)

443. COASTWISE CLEARANCES, Sept. 8, 1874 - Aug. 30, 1898. Record of date of clearance, name and class of vessel, name of master, port of destination, number of crew, tonnage, type of cargo, and sundries; earlier records of foreign and coastwise trade in separate file, described in Serials 839 and 840. Filed chronologically. (Never.) 14½ x 20 vols. (9), 2 ft. 1 in., on wooden shelf. Brittle, bindings broken, ink faded. R. 204 (Bldg. A). (841)

444. COASTWISE ARRIVALS, Sept. 8, 1874 - Nov. 1880. Record of name and class of vessel, date of arrival, name of master, where from, fees, tonnage, crew, and cargo. Filed chronologically. (Never.) 15 x 19½ vols. (3), 6 in., on wooden shelf. Brittle, bindings broken, ink faded. R. 204 (Bldg. A). (835)

445. RECORD OF WRECK REPORTS, Oct. 1874 to date. Reports from masters of wrecked vessels, giving name of vessel, port of registration, names of master and owner, tonnage, age of vessel, last sailing date, cargo, value of vessel and cargo, estimated loss, and cause of casualty. Filed alphabetically. (Earlier records never; recent occasionally, official.) 10½ x 16 (3) and 8½ x 14 (10), vols., 1 ft., on steel shelf in vault. R. 338 (Bldg. B). (858, 859)

446. OATHS OF OFFICERS OF INCORPORATED COMPANIES, Mar. 1875 - Feb. 1879; July 1921 to date. Oath of citizenship of officer and citizenship of president and managing directors of corporation, taken by officer; and also oath that controlling interest, or 75% of interest in corporation, is vested in citizens of U. S. and is free from and any fiduciary obligations of any person not a citizen of U. S. (Records to July 1921 never; others monthly, official.) 9 x 13½ and 8 x 14 vols.(2) and 8 x 14 bundles (2), 3½ in., in wooden bin and on steel shelf. 1 vol. binding broken. Rs. 335 and 338 (Bldg. B). (902, 903)

447. OATHS OF OFFICERS OF INCORPORATED COMPANIES, Mar. 8, 1875. Eight entries only of same date; identical records also reported on Serial 902. (Never.) 11 x 15½ vol., 1 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (904)

448. RECORD OF CERTIFICATES OF REGISTRY OF VESSELS, May 1875 - May 1879; Apr. 1913 - 1927. Ownership, name of vessel, date and place of construction, master of vessel, construction of vessel, size, and whether temporary or permanent registry. (Never.) 11 x 16 (2) and 12 x 19 (1) vols., 5 in., on steel shelf in vault. Ink faded. R. 338 (Bldg. B). (931)

449. INSPECTION OF STEAM AND MOTOR VESSELS, June 9, 1875 to date. 1875 - 1914 records, under title of Steam Vessels Inspected and Certificates of Inspection Received and Issued, are Form 414, giving name of vessel, tonnage, date of inspection, fees paid, date of receipt of certificate, date of expiration of certificate, signature of inspector, and remarks; remaining record, under title of Certificates for Steam or Motor Vessels, give type and name of vessel, home port, name of owner and master, year of initial service, construction details, tonnage, number of crew, and itemized summary of original for each vessel; one copy to Bureau of Marine Inspection and Navigation and one retained. Alphabetical index for 1915 - Nov. 1917 records. (Older records never; current daily, official.) 10 x 15 and 8½ x 14 vols., and 10 x 12 corrugated gummed stub files (3), 1 ft. 7½ in., on wooden shelves, in wooden bin, and on steel shelf. Vols. brittle, dirty, some bindings broken, ink faded. R. 204 (Bldg. A) and Rs. 335 and 338 (Bldg. B). (1230, 1228, 1229, 1227)

450. RECORD OF MONEY RECEIVED FOR EXAMINATION AND INSPECTION OF STEAM VESSELS, July 1882 - Dec. 1885. Record of date of collection, name of vessel, home district, payor, tonnage, and amount paid. (Never.) 10½ x 16 vol., 1 in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (1232)

451. RECORD OF VESSELS CLEARED, Oct. 1886 - Dec. 1926 (Dec. 1888 - July 1898; Sept. - Dec. 1917 missing.) Record of foreign and domestic clearances, giving date, name of vessel, name of master, port of destination, tonnage, and cargo. (Never.) 15½ x 17 vols. (21), 4 ft., in 2 wooden bins in storeroom. Dirty, ink faded. R. 335 (Bldg. B). (852)

452. RECORD OF SERVICES, PERFORMED FOR AMERICAN VESSELS, CHARGEABLE TO THE UNITED STATES, June 1888 - Mar. 1911. Daily record of collections for services rendered, giving kind and name of vessel, official number of vessel, nature of service rendered, name of person or company for whom service was rendered, tonnage, fee number, and amount of services. (Never.) 8¼ x 14¼ vol., 3/4 in., on wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1161)

453. RECORD OF ENROLLMENTS ISSUED AND SURRENDERED, Oct. 1886 to date. Form 1221, showing date of enrollment, number, name of vessel, why issued, tonnage, home port and where, when and why surrendered. (Monthly, official.) 15½ x 17 (4) and 8½ x 14 (4) vols., 9 in., on steel shelf. R. 338 (Bldg. B). (797)

454. RECORD OF SERVICES PERFORMED FOR AMERICAN VESSELS, Aug. 1 - Aug. 31, 1888. Daily record of collections for services, in the certification of master licenses and endorsements, legally chargeable to the United States. Filed chronologically. (Never.) 8½ x 13½ vol., ½ in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (808)

455. NOTICES OF CHANGE OF MASTERS AND OATH OR AFFIRMATION OF MASTERS, Mar. 1889 - July 1901; Jan. 1912 to date. Record of date and number of document, place of granting document, type and name of vessel, name of old master, name of new master, and date of endorsement. Arranged alphabetically. (Never.) 10½ x 15 vol. and 3¼ x 5½ bundles, 2 ft. 6 in., on wooden shelf, on wooden shelf in vault, and in steel filing case. Old records brittle, dirty, torn, scattered. R. 204 (Bldg. A) and Rs. 338 and 335 (Bldg. B). (888 - 890)

456. RECORD OF MANIFESTS, Feb. 1 - Nov. 11, 1890; Apr. 1902 - Dec. 1928. Form 633, giving date of arrival of vessel, date of entry, name of vessel, port of origin, name of importer, marks and number of packages, description of merchandise, disposition of goods, and remarks. Filed alphabetically. (Never.) 12 x 18 vols. (5), 9 in., on wooden shelf and in wooden bin. Brittle, dirty, bindings broken. R. 204 (Bldg. A) and R. 335 (Bldg. B). (969, 970)

457. OWNER'S AND MASTER'S OATHS ON ENROLLMENT OF VESSELS ABOVE 20 TONS, Apr. 24, 1891 - June 20, 1904; Oct. 11, 1904 - Sept. 29, 1913. Oaths taken by owners that enumerated specifications of and data on vessel and statement ownership are correct and that owner is a U. S. citizen. (Never.) 10 x 14 vols. (10), 1 ft., on wooden shelf. R. 204 (Bldg. A). (895)

458. GENERAL CORRESPONDENCE, Jan. 1891 - Jan. 1899; 1920 to date. Relates to movements, tonnage, enrollments, wrecks, and administrative matters. 1920 to date records filed alphabetically by name of correspondent. (Older records never; recent daily, official.) 9½ x 11 corrugated gum files (3) and 10 x 12 folders, 8 ft. 6 in., in open wooden bin and in 4 filing case drawers. Gum files dirty, torn. Rs. 335 and 338 (Bldg. B). (1110, 1109)

459. RECORD OF ENDORSEMENTS OF CHANGE OF MASTERS, Mar. 1892 to date. Number, date, kind of document, port of issuance, type of vessel, name of vessel, name of late and present master, date of endorsement, and remarks. Filed chronologically. (Occasionally, official.) 10 x 16 vols. (3), 5 in., on steel shelf in vault. R. 338 (Bldg. B). (891)

460. RECORD OF BILLS OF SALE OF ENROLLED OR LICENSED YACHTS UNDER 20 TONS, 1895 to date. Form 1347, giving name of owner, type of yacht, name of yacht, tonnage, name of purchaser, and description of yacht. Filed alphabetically. (Never.) 8½ x 14 vols. (5), 4 in., on steel shelf in vault. Brittle, bindings broken, ink faded. R. 338 (Bldg. B). (930)

461. YACHT LICENSES ISSUED AND SURRENDERED, May 1895 to date. Forms 1289 and 1291. (Earlier records never; others rarely, official.) 11 x 17 (7) 12½ x 19 (1) and 12 x 19 (6) vols., and 12 x 19 loose-leaf book, 9 in., on open steel shelf. R. 338 (Bldg. B). (783 - 785)

462. REGISTER OF PERSONS ELIGIBLE FOR APPOINTMENT, Sept. 1896 - May 1902. Forms 110, giving number of application, date of registration, name in full, post office address, age, education, general average, certifications for appointment, probationary appointment, absolute appointments, separations from service, and remarks. (Never.) 12 x 16½ vol., ½ in., on steel shelf in vault. Damaged by careless handling, binding broken. R. 338 (Bldg. B). (941)

463. BILLS OF SALE OF VESSELS SOLD BY U. S. MARSHAL, COPIES, 1897 - 1914; Apr. 1933 to date. Name of marshal, amount of sale, name of purchaser, name of former owner, and location of sale; certificate of enrollment giving place of construction, date of construction, license number and when issued, when surrendered, and measurement of vessel; these vessels are sold by the U. S. Marshal under the direction of the U. S. District Court, through action by replevin or seizure. Filed alphabetically. (Never.) 9½ x 14 vols. (2), 2½ in., on steel shelf in vault. R. 338 (Bldg. B). (928)

464. CORRESPONDENCE BETWEEN THE DEPARTMENT AND MR. C. A. BENTLEY, FORMER SPECIAL DEPUTY COLLECTOR, July 1901 - June 1907. Relates to expenses for revenue cutter service, compensation vouchers, sale of stores, leaves of absence, and permission to pay accounts. (Never.) 8 x 10½ bundle, 4½ in., on wooden shelf in vault. Brittle, dirty, torn. R. 338 (Bldg. B). (1107)

465. CORRESPONDENCE WITH KENOSHA, COPIES, 1902 - 1906. Relates to enrollments, report of accidents, etc. Filed alphabetically. (Never.) 10 x 12 vol., 1 in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1113)

466. RECORD OF ENDORSEMENTS OF CHANGE OF MASTERS, Jan. 1902 - Dec. 1912. Form 567, giving name of vessel, name of late master, and name and date of endorsement of present master; similar records for 1892 to date, with different form number, in separate file, described on Serial 891. (Never.) 10 x 16 vol., 1 in., in wooden bin. Dirty, binding broken. R. 335 (Bldg. B). (892)

467. RECORD OF MISCELLANEOUS CONVEYANCES OF VESSELS, 1904 to date. Record of bills of sale, mortgages, trust deeds, court orders authorizing sales of vessels, and letters of administration. Filed alphabetically. (Never.) 11½ x 16½ vols. (4), 8 in., on steel shelf in vault. R. 338 (Bldg. B). (924)

468. RECORD OF LICENSES, OF ENROLLED VESSELS UNDER 20 TONS, ISSUED AND SURRENDERED, Jan. 1907 - July 1909; July 1911 - Feb. 1913. Commerce Cat. 1225, for vessels carrying on coastal and foreign trade. (Never.) 8½ x 14½ vols. (2), 1½ in., on steel shelf. R. 338 (Bldg. B). (790)

469. INDEX TO LICENSES OF VESSELS OVER 20 TONS, Jan. 1907 - June 1909; July 1911 - June 1913. Record of rig of vessel, name of vessel, date and number of license, net tonnage, when and where surrendered, and why license was surrendered. (Never.) 9 x 14 vols. (3), 4 in., on steel shelf in vault. Bindings broken, ink faded. R. 338 (Bldg. B). (794)

470. RECORD OF ALL SEIZURES, FINES, PENALTIES, AND FORFEITURES, FOR VIOLATIONS OF THE NAVIGATION, STEAMBOAT INSPECTION, AND IMMIGRATION LAWS, AND DISPOSITION THEREOF, 1908 to date. Case number, date, class of fines, complainant or seizing officer, act and section violated, nature of offense, name of offender, kind and name of vessel, nature of penalty, statutory amount of fine, appraised value, if any, of forfeiture, amount of special deposit received, date of disposition, and gross proceeds. Arranged chronologically. (Monthly, official.) 8½ x 17½ vol. and 9½ x 12 loose-leaf book, 1 in., on steel shelf in vault. Ink faded. R. 338 (Bldg. B). (1074)

471. CORRESPONDENCE AND DOCUMENTS PERTAINING TO NAVIGATION FINES, PENALTIES, AND FORFEITURES, Apr. 1908 to date. Notices of violations of the navigation laws, assessment of penalties, application for relief from penalties incurred, and disposition of cases. (Monthly, official.) 9 x 12 folders, 2 ft., in 2 wooden drawers. R. 338 (Bldg. B). (1108)

472. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, Mar. 1909 to date. Commerce Cat. 1404-1404A, giving date of entrance and clearance, flag, rig, name of vessel, home port, net tons, tonnage tax, number of crew, fees, and cargo; record for 1870 - 1883 described in Serials 836, 838, 842, and 843. Arranged chronologically. (Daily, official.) 10 x 15 vols. (3), 5 in., on steel shelf. R. 338 (Bldg. B). (837)

473. CORRESPONDENCE WITH COMMISSIONER OF NAVIGATION, 1911 - 1919. Relates to measurement, enrollment, and license of vessels; records from 1920 to date merged with files described in Serials 1092 and 1093. (Annually, official.) 9½ x 11½ folders, 1 ft. 6 in., in wooden-faced metal filing case. R. 330 (Bldg. B). (1106)

474. RECORD OF ENROLLMENTS OF PLEASURE YACHTS ISSUED AND SURRENDERED, July 1911 to date. Commerce Cat. 1222, record of permanent and temporary enrollments of sailing and steam yachts, including houseboats, giving enrollment number and date, reason for issuance of enrollment, tonnage of yacht, description of former document, name and location of home port, and date and reason for surrender of enrollment. Filed chronologically. (Daily, official.) 8½ x 14½ vol., 1 in., on open steel shelf in vault. R. 338 (Bldg. B). (799)

475. LICENSES OF VESSELS UNDER 20 TONS, Mar. 2, 1912 - Dec. 5, 1928. Commerce Cat. 1206, licenses to carry on coastwise trade for one year. (Never.) 12 x 20 vol., 2 in., on metal shelf. R. 338 (Bldg. B). (1150)

476. OATHS FOR ENROLLMENT AND LICENSE OF MERCHANT VESSELS OR YACHTS, July 1912 to date (Mar. 1914 - June 1921 and Apr. 1922 - Dec. 1926 missing). Form 1270, oaths taken by masters of vessels applying for license to operate in the coastwise and foreign trade, giving license number. (Seldom, official.) 8 x 14 bundles and vols., 3 ft. 4 in., in wooden bin and on steel shelf. Rs. 335 and 338 (Bldg. B). (899, 900)

477. OWNERSHIP OATHS, Jan. 1913 - Jan. 1929. Oaths that enumerate data on vessel and statement of ownership, taken by owner. Filed chronologically. (Never.) 11 x 14 bundles (4), 3 ft., in wooden bin. R. 335 (Bldg. B). (896)

478. MASTERS' OATHS FOR RENEWAL BY ENDORSEMENT OF LICENSES FOR MERCHANT VESSELS OR YACHTS, Jan. 1913 to date. Forms 1280 and 1280A. (Never.) 8½ x 14 vols. (11) and 8½ x 14 bundles (7), 4 ft. 4 in., on steel shelf in vault and in wooden bin in storeroom. R. 335 (Bldg. B). (893)

479. RECORD OF MANIFESTS, Apr. 24 - May 1913. Record of vessels entering, number of manifests, and dates on which manifests were filed. Arranged chronologically. (Never.) 8 x 13 vol., 1 in., on wooden shelf. R. 204 (Bldg. A). (973)

480. INDEX TO REGISTERS OF VESSELS ISSUED AND SURRENDERED, Apr. 1913 - Oct. 1927. Record of rig, name of vessel, tonnage, type of register, number and date of issuance, when and why surrendered, and date of receipt of margin. (Never.) 9½ x 14 vol., 2 in., on steel shelf in vault. R. 338 (Bldg. B). (789)

481. OATHS ON REGISTRY OF VESSELS, Apr. 1913 to date. Form 1262 A, master's and owner's oaths, giving number of crew, place and date of measurement, service, district, port, place and date of construction, and complete description of boat. (Never.) 9½ x 14 vol., 1½ in., on steel shelf. R. 338 (Bldg. B). (898)

482. RECORD OF CAR MANIFESTS, June 1, 1913 - Dec. 30, 1919. Record of exports by rail through frontier ports, giving export date, entry number, vehicle, name and number of car, frontier port, exporter, carrier, foreign port, description of merchandise as to quantity and value, date certified, date of receipt of bill of lading, and serial number. (Never.) 14⅓ x 16½ vol., 2 in., on wooden shelf. R. 204 (Bldg. A). (974)

483. RECORD OF LICENSES OF VESSELS UNDER 20 TONS ISSUED AND SURRENDERED, July 1913 to date. Form 1222, giving number, date of issue of license, name of vessel, reason for issuance, tonnage, description of former document, home port, and date and reason for surrender. (Monthly, official.) 8½ x 14 vol., ½ in., on open steel shelf. R. 338 (Bldg. B). (798)

484. INDEX TO ENROLLMENTS AND LICENSES FOR ENROLLED VESSELS, Sept. 1913 - Jan. 1931. Commerce Cat. 1233, showing number and name of vessel, tonnage, enrollment and license number, date of issue, date of renewal, place of, date of, and reason for surrender. (Never.) 12 x 16⅓ vol., 1½ in., on steel shelf. R. 338 (Bldg. B). (793)

485. NOTICES OF CHANGE OF MASTERS, Apr. 1914 - Jan. 1919. Form 1420, giving name of past and present master, date of change, and name of vessel; similar information in separate file described in Serial 889. (Never.) 3½ x 5½ bundles (6), 7 in., in wooden bin. Dirty. R. 335 (Bldg. B). (887)

486. RECORD OF ARRIVALS AND DEPARTURES OF VESSELS, Jan. 1915 - Jan. 1918; June 1927 to date. Type of vessel, date of arrivals and departures, number, tonnage, type, quantity, and value of fuel, and whether for coastwise or foreign trade. (Older records never; recent monthly, official.) 6 x 8 (3) and 8 x 10 (1) bundles, 1 ft. 7 in., in wooden bin and on wooden shelf in vault. Rs. 335 and 338 (Bldg. B). (849, 850)

487. GENERAL CORRESPONDENCE, 1915 to date. Relates to duties, customs and appraisals of ships cargoes, and reappraisement of articles sent through the mails. (Daily, official.) 10½ x 12 folders, 5 ft., in 3 metal filing case drawers. R. 336 (Bldg. B). (1111)

488. RECORD OF REGISTERS ISSUED AND SURRENDERED, Apr. 1916 to date. Commerce Cat. 1220, giving name of vessel, official number, reason for issuance, place issued, home port, and tonnage. (Never.) 8½ x 14 vol., ½ in., on steel shelf. R. 338 (Bldg. B). (788)

489. GENERAL CORRESPONDENCE WITH KEWAUNEE, Feb. 1917 - Feb. 1927. Confidential. (Never.) 9 x 11 leather letter file, 1 in., on steel shelf in vault. Faulty containers, brittle, dirty, torn, scattered, ink faded. R. 338 (Bldg. B). (1114)

490. NUMBERING AND RECORDING OF UNDOCUMENTED VESSELS, 1918 to date. Record of numbers for boats under 16 tons gross. Filed numerically. (Daily, official.) 3 x 5 loose forms, 4 ft. 2 in., in 4 steel filing case drawers and 2 wooden drawers in vault. R. 338 (Bldg. B). (780)

491. NUMBERING AND RECORDING OF UNDOCUMENTED VESSELS, INACTIVE, 1918 to date. Record of numbers for boats under 16 tons gross, for Wisconsin; and record of owners of such boats whose number and ownership have been cancelled due to change of district, sale of property, or issuance of new numbers. (Daily, official.) 3 x 5 loose forms, 4 ft., in 7 steel filing case drawers. R. 338 (Bldg. B). (781)

492. C.V.R. BUREAU, CUSTOMS INTELLIGENCE, CORRESPONDENCE, May 1918 - Nov. 1918. Confidential correspondence from C.V.R. section of the Customs Intelligence during period the U. S. was at war; relates to suspects, seamen's certificates reported lost, seamen's certificates refused or taken up, and miscellaneous C.V.R. material. (Never.) 8 x 10½ folders and envelopes, 7 in., on wooden shelf in vault. Brittle, dirty, torn. R. 338 (Bldg. B). (1115)

493. NUMBERING AND RECORDING OF UNDOCUMENTED VESSELS OF LESS THAN 16 GROSS TONS, Aug. 1918 to date. Record of pleasure boat numbers awarded, certificates, and pertinent correspondence; certificates give name of owner, number awarded, address of owner, name and type of vessel, length of beam and horsepower, principal occupation of vessel, and date issued, with signature of owner. Filed alphabetically. (Never.) 3 x 5 and 8 x 10½ bundles (14), 3 ft., on wooden shelf in vault. Brittle, dirty, torn, scattered. R. 338 (Bldg. B). (782)

494. SUPPLEMENTARY MANIFESTS OF VESSELS, Jan. 1919 - Jan. 1920. Form 1180, supplementary manifests covering merchandise loaded and discharged, required in addition to regular report on entry of vessel. (Never.) 8 x 10½ bundles (5), 8 in., in wooden bin. R. 335 (Bldg. B). (978)

495. RECEIPTS, NAVIGATION FEES, DECEASED PASSENGERS, AND TONNAGE TAX, Aug. 1919 to date. Commerce Cat. 1008, receipts for fees for services, such as changing name of vessel, recording bill of sale, permit, admeasurement of vessel, receiving manifest, foreign vessel, permit foreign vessel coastwise, clearance, entry, surveyors' services, deceased passengers, and tonnage tax; in triplicate, one copy going to payor, one to Secretary of Commerce, and one retained; receipts prior to 1919 destroyed. (Never.) 7 x 8 bundles (17), 1 ft. 4 in., on steel shelf in vault. R. 338 (Bldg. B). (920)

496. ABSTRACT OF MARINE DOCUMENTS ISSUED AND SURRENDERED, Sept. 1919 to date. Commerce Cat. 1202, quarterly report of all enrollments and licenses issued and surrendered, giving serial number, date of issue or surrender, official number, rig, name of vessel, cause for issuance or surrender, and place of issuance or surrender. (Quarterly, official.) 17½ x 11½ loose-leaf books (2), 3 in., on steel shelf. R. 338 (Bldg. B). (1070)

497. RECORD AND SCHEDULE OF NAVIGATION FINES, Oct. 1919 - Oct. 1926. Commerce Form 1007, record of navigation fines, penalties, and forfeitures collected in the district, with data as to final disposition. (Never.) 10 x 14 envelope, ½ in., on wooden shelf. R. 204 (Bldg. A). (921)

498. CERTIFICATES OF RECORD OF TITLE, 1920 to date. Present owner, from whom purchased, purchase price, amount of mortgage if any, and port where ship was enrolled or registered. (Never.) 15 x 17 vol., 2 in., on steel shelf in vault. R. 338 (Bldg. B). (932)

499. FOREIGN AND AMERICAN VESSEL, CARGO, AND PASSENGER REPORTS, Apr. 1921 to date. Copies of Forms 7801 and 7802, giving name of vessel, flag, gross tonnage, type of steamer, owner, agent or operating company, date of clearance, port of origin, port of lading, type of merchandise, port of discharge, and class of passengers. Filed chronologically. (Weekly, official.) 9 x 14 bundles (5), 3 ft. 4 in., on 2 wooden shelves in vault. Brittle, dirty, torn, scattered, ink faded. R. 338 (Bldg. B). (851)

500. CORRESPONDENCE RELATIVE TO MAIL ENTRIES, Nov. 1923 - Sept. 1930. Correspondence with consignees relating to complaints of excess duties, cost, packages, and requests for reappraisement; Oct. 1930 to date record merged with file described in Serial 1111. (Never.) 8 x 10½ loose papers, 2 ft., in paper box. R. 204 (Bldg. A). (1112)

501. INDIVIDUAL RECORD OF ABSENCES AND FURLOUGHS FOR THE YEAR, 1924 to date. Record of days lost due to sickness and number of days taken on furlough, giving name of employee, date oath was taken, salary, and accrued sick extensions; report made out and transferred to forms 2243 and 2217 once a year and sent to the Bureau, Washington. (Never.) 5 x 8 bundles (2), 11 in., on steel shelf in vault. R. 338 (Bldg. B). (940)

502. CARGO REPORT OF VESSELS ON THE GREAT LAKES, 1926 to date. Form 1387, giving date of lading, shipper, loading place, nature of cargo, quantity, bunkers, value, date of unlading, consignee, and unloading place. Filed chronologically. (Semi-annually, official.) 8 x 14 bundle, 10 in., on wooden shelf in vault. Brittle, dirty, torn, scattered. R. 338 (Bldg. B). (980)

503. MANIFESTS OF MERCHANDISE, WITH PERMITS TO PROCEED COASTWISE, July 1927 to date. Form 7527 B (July - Nov. 1927), giving merchandise exported or passing through foreign territory, name of steamer, tonnage, name of master, ports of departure and destination, marks and numbers, nature, quantity, and value of cargo, name of shipper, and name of consignee; Form 1385 (Dec. 1927 to date). Filed alphabetically. (Current records daily, official.) 8 x 14 vols. (6), 3 ft. 5 in., on wooden shelf and on wooden shelf in vault. R. 204 (Bldg. A) and R. 338 (Bldg. B). (971, 972)

504. CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE, Jan. 1929 to date. Commerce Cat. 1273, enrollment of and licenses granted for vessels in coastwise and foreign trade, giving owner's name, number of crew, home port, hailing port, and other information. Filed chronologically. (Daily, official.) 12½ x 20 loose-leaf book, 2½ in., on steel shelf in vault. R. 338 (Bldg. B). (795)

505. CONSOLIDATED CERTIFICATES OF ENROLLMENT AND LICENSE, CLOSED, Oct. 1929 to date. Commerce Cat. 1273, enrollments and licenses cancelled and surrendered. Filed chronologically. (Daily, official.) 12½ x 19 loose-leaf book, 2½ in., on open steel shelf in vault. R. 338 (Bldg. B). (792)

506. CONSOLIDATED CERTIFICATES OF ENROLLMENT AND YACHT LICENSE, July 1929 to date. Form 1291; cancelled certificates described in Serial 785. (Rarely, official.) 12 x 19 loose-leaf book, ½ in., on open steel shelf in vault. R. 338 (Bldg. B). (786)

507. OUTWARD FOREIGN MANIFESTS, Jan. 1930 to date. Report and manifest of the cargo laden for shipment, indicating name of port, shipment, name of vessel, tonnage of vessel, name of master, port of destination, description and quantity of merchandise, and remarks. Filed chronologically. (Never.) 8½ x 14 bundles (4), 1 ft., on open steel shelf. R. 335 (Bldg. B). (977)

508. VESSELS BOARDED AND EXAMINED, Jan. 1932 to date. Form 2634, weekly report, giving date examined, nationality, name of vessel, name of master, address of master, name and address of owner, port last sailed, and nature of cargo; from Coast Guard to Collector. (Weekly, official.) 10½ x 16 loose papers, 1½ in., in steel filing case drawer. R. 338 (Bldg. B). (1231)

509. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, Apr. 1933 to date. Commerce Cat. 1405 A, giving date, rig, where from, net tons, number of crew, and cargo. Filed chronologically. (Frequently, official.) 10 x 14½ vol., 1 in., on steel shelf. R. 338 (Bldg. B). (844)

510. COASTWISE MANIFESTS FOR OTHER DISTRICTS, May 1933 to date. Form 1381, giving name of vessel, type of vessel, tonnage, name of master, port of origin, port of destination, and date of arrival. Filed alphabetically. (Never.) 8½ x 14 bundle, 1 in., on wooden shelf in vault. R. 338 (Bldg. B). (979)

511. DAILY LIST OF ABSENT EMPLOYEES, July 1934 to date. Form 2242. (Occasionally, official.) 8 x 11 bundles (3), 4 in., in desk. R. 338 (Bldg. B). (939)

512. APPLICATIONS FOR CERTIFICATES OF AWARD OF NUMBER TO AN UNDOCUMENTED VESSEL, Jan. 1936 to date. Commerce Cat. 1513, indicating number issued to fishing boats under 5 tons, and pleasure boats under 16 gross tons; application giving number awarded, owner, type of service, construction of boat, size, equipment, engine and serial number, and horsepower. Filed alphabetically. (Daily, official.) 9½ x 12 folders, 1 ft., in 2 wooden filing case drawers. R. 338 (Bldg. B). (1071)

Subport Records

(See also preceding sections)

513. BILLS OF SALE OF ENROLLED VESSELS, LA CROSSE, Dec. 1873 - Dec. 1912. Record of name of owner, name of vessel, tonnage, name of purchaser, description of vessel, and remarks pertaining to conveyance of vessel. Filed alphabetically. (Never.) 8½ x 14 vols. (3), 6 in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (926)

514. ABSTRACT OF ENROLLMENTS ISSUED AND SURRENDERED, LA CROSSE, Feb. 1874 - July 1911. Date and number of enrollment, species of and name of vessel, motive for enrollment, description of former document, tonnage of vessel, date and port of surrender of enrollment, and motive for surrender. (Never.) 15½ x 17 vol., 1½ in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (1148)

515. CONVEYANCES OF VESSELS, LA CROSSE, Feb. 1874 - July 1911. Record of miscellaneous conveyances, i.e., mortgages, satisfaction of mortgages, assignment of mortgages, and bills of sale, giving type and name of vessel, grantor or mortgagor, grantee or mortgagee, species of conveyance, part conveyed, date received, and book and page number of record. (Never.) 11 x 15 vol., 1 3/4 in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (923)

516. ENROLLMENTS OF VESSELS, LA CROSSE, Feb. 7, 1874 - Mar. 19, 1875. Record of permanent and time enrollments of vessels, giving date of enrollment and surrender of vessels for coasting trade and fisheries, name of vessel, name of owner and master, length, breadth, depth, height, tonnage, and type of vessel. (Never.) 11½ x 16 vol., 2 in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1164)

517. QUARTERLY RETURN OF TONNAGE, LA CROSSE, Mar. 31, 1874 - Mar. 31, 1891. Record of abstract, returned to Register of the Treasury, of permanent and temporary register, sail, steam, and whale fishery; permanent and temporary enrollments, sail, steam, canal boats, and barges; vessels built, and total tonnage of district. (Never.) 8 x 12 vol., ½ in., on wooden shelf. Brittle, dirty, torn, binding broken, ink faded. R. 204 (Bldg. A). (1155)

518. BONDS FOR LICENSES OF VESSELS ABOVE 20 TONS, LA CROSSE, Apr. 2, 1874 - June 20, 1883. Posted by the owners of vessels, guaranteeing compliance with navigation and customs laws; master's oath printed on the back of the bond form, and given at the same time; licenses permit vessels to carry on the coastwise trade for one year. Filed chronologically. (Never.) 8½ x 13½ vol. (2), 2 in., on wooden shelf. R. 204 (Bldg. A). (1154)

519. DAILY REGISTER OF RECEIPTS FROM ALL SOURCES, LA CROSSE, Feb. 7, 1874 - June 30, 1886. Date, from whom or what source collected, name of vessel, number of bond or service, hospital collection, steamboat inspection oath and certificates, enrollments and licenses, miscellaneous, and total. (Never.) 12 x 18 vol. ½ in., on wooden shelf. Brittle, dirty, binding broken, ink faded. R. 204 (Bldg. A). (1169)

520. RECORD OF ACCOUNTS CURRENT, LA CROSSE, Apr. 1, 1874 - Jan. 31, 1898; May 1, 1907 - Aug. 31, 1911. Monthly record of expenses in collecting revenue, debentures and drawbacks, repayments, customs receipts, fines and penalties, and storage fees; abstract of Collector's compensation earned; and statement of balance at close of business on last day of account. (Never.) 11½ x 17 vols. (3), on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (1166)

521. ADMEASUREMENTS OF VESSELS, LA CROSSE, June 1874 - June 21, 1910. Record of measurements, tonnage deck, date of inspection, inspector's certification of safe tonnage, date inspected, where built, and by whom. (Never.) 14 x 17½ vol., 2 in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1163)

522. RECORD OF CERTIFICATES OF ENROLLMENT OF VESSELS, LA CROSSE, Mar. 1875 - Sept. 1911. Form 538. (Never.) 11 x 16 vols. (2), 3½ in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (1147)

523. RECORD OF LICENSES OF ENROLLED VESSELS, LA CROSSE, Apr. 27, 1875 - Sept. 1911. Form 541, record of licenses to carry on coastwise trade for one year. (Never.) 10½ x 15 (1) and 9 x 14 (3) vols., 7 in., on wooden shelf and on steel shelf in vault. 2 vols. dirty, ink faded. R. 204 (Bldg. A) and R. 338 (Bldg. B). (1143, 1144)

524. ENROLLMENT BONDS AND OATHS, LA CROSSE, Apr. 28, 1875 - Aug. 30, 1890. Copies of owner's and master's oath on enrolled vessels and record of bonds of enrollment. (Never.) 11 x 16 vol., 1½ in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1157)

525. RECORD OF STEAM VESSELS INSPECTED AND CERTIFICATES OF INSPECTION RECEIVED AND ISSUED, LA CROSSE, June 1875 - May 1911. Form 414, giving name and tonnage of steamer, date of inspection, date of issue, date of receipt, date of expiration of certificate, inspector's signature, and remarks. (Never.) 9½ x 14 vol., 1½ in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (1146)

526. LICENSES OF VESSELS UNDER 20 TONS, LA CROSSE, Sept. 1875 - Aug. 1911. Form 542, record of licenses of vessels under 20 tons to carry on coastwise trade for one year. (Never.) 10½ x 15½ vol., 1 in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (1145)

527. DAILY RECORD OF DISBURSEMENTS, LA CROSSE, Nov. 1, 1876 - June 8, 1900. Medical and hospital service record, giving name of person to whom payment was made, date of payment, and amount paid. (Never.) 8 x 14 vol., 1 in., on wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1168)

528. RECORD OF MORTGAGES, LA CROSSE, Feb. 1880 - July 1912. Improvised form record of mortgages and satisfactions, indicating name of owner, type of property, amount of mortgage, date due, amount of interest, certificate number, and bond issues if any. (Never.) 11½ x 15½ vols. (2), 5 in., on steel shelf in vault. Dirty, ink faded. R. 338 (Bldg. B). (933)

529. MONEY RECEIVED AND PAID AND STATEMENTS OF BALANCES ON MISCELLANEOUS ACCOUNTS, LA CROSSE, July 1, 1881 - June 30, 1889; May 1, 1902 - Sept. 30, 1911. Record of collection and deposit of duty fines and penalties. (Never.) 8 x 13 vol., 3/4 in., on wooden shelf. Ink faded. R. 204. (Bldg. A). (1151)

530. WRECK REPORTS, LA CROSSE, Apr. 18, 1882 - Feb. 28, 1911. Detailed account of wrecked vessels, giving identification of ship and master, tonnage, missing persons, estimated value of vessel and cargo, cause of wreck, and those rendering assistance. (Never.) 11½ x 16½ vol., 1 in., on wooden shelf. Brittle, dirty, torn, binding broken, ink faded. R. 204 (Bldg. A). (1158)

531. BONDS FOR LICENSES OF ENROLLED VESSELS, LA CROSSE, July 1, 1883 - May 21, 1887. Form 539, guaranteeing that vessels will not defraud the U. S. of cargo revenue. (Never.) 9½ x 14½ vol., 1 in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1159)

532. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, MARINETTE, May 24, 1886 - Nov. 1901. Record of date of arrival, type of vessel, name of master, name of vessel, tonnage, where from, type of cargo, departure, and destination; later records kept at Marinette. Filed chronologically. (Never.) 11½ x 15 vols. (4), 4 in., on wooden shelf. Brittle, ink faded. R. 204 (Bldg. A). (845)

533. OWNER'S AND MASTER'S OATHS ON ENROLLMENT OF VESSELS ABOVE 20 TONS, LA CROSSE, Apr. 24, 1891 - June 20, 1904; Oct. 11, 1904 - Sept. 29, 1913. Given by owner that listed specifications of and data on vessel and statement of ownership are correct, and that owner is a citizen of the U. S.; also masters' oaths of citizenship. (Never.) 8 x 14 and 9 x 15 vols. (2), 2 in., on wooden shelf. R. 204 (Bldg. A). (1162)

534. CERTIFICATES OF APPOINTMENTS, LA CROSSE, May 1, 1892; Apr. 7, 1902; May 1, 1906. Original certificates of appointment for special duty, executed by Surveyor of Customs; two approved by Sec. of the Treasury. (Never.) 4 x 10 envelope, ¼ in., on wooden shelf. R. 204 (Bldg. A). (1149)

535. RECORD OF BILLS OF SALE OF LICENSED VESSELS UNDER 20 TONS, LA CROSSE, Nov. 1896 - Mar. 1911. Form 520, giving name of owner, name of vessel, tonnage, name of purchaser, description of vessel, and remarks on vessel conveyance. Arranged alphabetically. (Never.) 8½ x 14 vol. 2 in., on steel shelf. Dirty, ink faded. R. 339 (Bldg. B). (927)

536. MASTERS' OATHS, LA CROSSE, July 8, 1902 - Aug. 1911. Record of oaths taken by prospective shipmasters to comply with the laws. (Never.) 8 x 14 vol., ½ in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1153)

537. MASTERS' AND OWNERS' OATHS FOR LICENSES OF VESSELS UNDER 20 TONS, LA CROSSE, Oct. 10, 1902 - Aug. 25, 1908. Oaths by owners that listed specifications of vessels are correct and that vessels are wholly the property of citizens of the U. S.; oaths of citizenship by masters and to comply with the laws. Filed chronologically. (Never.) 9½ x 14 vol., 1 in., on wooden shelf. R. 204 (Bldg. A). (1156)

538. RECORD OF OFFICIAL SERVICES, LA CROSSE, Jan. 1904 - Oct. 1909. Date of service rendered, nature of service, number of customs or drawback fee, list number, and amounts. (Never.) 8½ x 15 vol., ½ in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (1152)

539. LIST OF CONSUMPTION ENTRIES, GREEN BAY AND MANITOWOC, July 8, 1904 - May 19, 1908. A consumption entry is one intended for immediate consumption. (Never.) 8 x 13 vol., 1 in., on wooden shelf. R. 204 (Bldg. A). (879)

540. REPORT OF COMMERCIAL STATISTICS, TONNAGE, AND NUMBER OF VESSELS, KENOSHA, Jan. 1905 - Dec. 1915. Monthly report of statistical tabulations of vessels entering and leaving port and their tonnage; subport of Kenosha abolished Mar. 6, 1927; included since 1916 in Milwaukee report. (Never.) 10 x 14 vol., ½ in., on wooden shelf. Brittle, binding broken, ink faded. R. 204 (Bldg. A). (865)

541. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, KENOSHA, May 31, 1905 - Sept. 24, 1909; Aug. 4, 1914 - July 1926. Date of entry, type and name of vessel, where from, tonnage, number of crew, fees, type of cargo, and port of destination. Filed chronologically. (Never.) 9½ x 14 (3) and 10 x 14 (2) vols., 5½ in., on open wooden shelf and on wooden shelf in vault. Older papers brittle, ink faded. R. 204 (Bldg. A) and R. 338 (Bldg. B). (847, 848)

542. RECORD OF IMPORTATIONS THROUGH THE MAILS, LA CROSSE, July 8, 1905 - Apr. 3, 1909. Serial number of shipments, post office to which dispatched for collection, amount of duty, amount of fine, date forwarded for collection, date of return, and remarks. (Never.) 8½ x 10½ vol., ½ in., on wooden shelf. Dirty, ink faded. R. 204 (Bldg. A). (1167)

543. RECORD OF LICENSES OF YACHTS, LA CROSSE, Mar. 26, 1910. Record of licenses of pleasure yachts which proceed from port to port of the United States without entering or clearing at the Customhouse and by sea to foreign ports without clearing in the United States, giving name and master of yacht. (Never.) 11½ x 18 vol., ½ in., on wooden shelf. Ink faded. R. 204 (Bldg. A). (1160)

544. GENERAL CORRESPONDENCE, LA CROSSE, 1913 - 1923. Inquiries on imports and boat licenses; La Crosse port discontinued in 1923. (Never.) 12 x 12 loose-leaf book, 2½ in., on wooden shelf. Brittle, dirty, ink faded. R. 204 (Bldg. A). (1165)

545. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, KEWAUNEE, Jan. 1922 - July 1926. Date of arrival, type and name of vessel, port of origin, net tonnage, number of crew, fees, ballast, type of cargo, and remarks. Filed chronologically.

(Never.) 10 x 14 vol., 1 in., on wooden shelf in vault. R. 338 (Bldg. B). (846)

546. MASTERS' OATHS FOR RENEWAL BY ENDORSEMENT OF LICENSES FOR MERCHANT VESSELS OR YACHTS, SHEBOYGAN, MANITOWOC, RACINE, STURGEON BAY, AND MARINETTE, Jan. 1927 - Mar. 1931. (Never.) 8½ x 14 vols. (5), 8 in., on steel shelf in vault. R. 338 (Bldg. B). (894)

547. RECORD OF IMMEDIATE TRANSPORTATION ENTRIES, RACINE, GREEN BAY, MANITOWOC, MARINETTE, AND SHEBOYGAN, Oct. 1931 to date. Port from which received, description of merchandise, type of carrier, date and number, disposition, certificate of delivery, date, and notations. (Monthly, official.) 9 x 12 loose-leaf book, 1 in., on steel shelf in vault. R. 328 A (Bldg. B). (906)

548. RECORD OF DUTIABLE CONSUMPTION ENTRIES AND LIQUIDATIONS, GREEN BAY, MANITOWOC, MARINETTE, RACINE, AND SHEBOYGAN, Dec. 1933 to date. Date collected, name of importer, type of merchandise, duty paid, entry number, notations, date of liquidations, liquidated duty, increased and additional duty, excess, date of collection refund as entered, and notations; prior records with those of Milwaukee, described in Serials 868, 869. (Daily, official.) 9 x 12 loose-leaf book, 2 in., on steel shelf in vault. R. 328 A (Bldg. B). (870)

549. RECORD OF FREE ENTRIES, SHEBOYGAN, RACINE, MARINETTE, MANITOWOC, AND GREEN BAY, Dec. 1933 to date. Form 5151-D, giving date of entry, entry number, name of importer, description of merchandise, date liquidated; informal entires, record of goods entered in bond for 6 months, goods sent from General Order Stores to subports; prior records in Milwaukee file, described in Serial 871. Filed numerically. (Daily, official.) 8½ x 11 loose-leaf book, 1 in., on steel shelf in vault. R. 328 A (Bldg. B). (873)

Coast Guard Records

550. RECORD OF EXPENSES OF REVENUE CUTTERS, Sept. 16, 1903 - June 1914. Abstract of expenditures of the Cutters "Morrill" (Sept. 16, 1903 - June 30, 1904) and "Tuscarora" (Sept. 30, 1903 - June 1914). Filed chronologically. (Never.) 8½ x 13½ vols. (2), 1 in., on wooden shelf. R. 204 (Bldg. A). (965)

RACINE

OFFICE OF DEPUTY COLLECTOR
Post Office (Federal) Bldg., 6th and Main St.

Information as to the date of establishment of this office is not available, although it is known that it occupied offices in the old

Federal Building previous to July 1930 and the Shoop Building from August 1930 to April 1931. This port performs the same general functions as all the other collection offices. For details as to these functions see the agency history for the headquarters port at Milwaukee, Wisconsin. Reports are sent to the Collector at Milwaukee, headquarters for this district, whence they are forwarded to Washington.

551. CONFIDENTIAL CORRESPONDENCE, 1931 to date. Information pertaining to violations of customs laws and correspondence relative to trade marks. Arranged chronologically. (Frequently, official.) 8 x 10½ loose letters, 1 ft., in flat top desk. R. 205. (41)

552. CORRESPONDENCE AND BONDS, Oct. 10, 1931 to date. Correspondence with importers, relative to adjustment of duties, and surety bonds guaranteeing that importers will fulfill various conditions. (Daily, official.) 9½ x 11½ folders, 1 ft., in steel filing case drawer. R. 205. (43)

553. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, Oct. 8, 1932 to date. Cat. 1404-A. (Monthly, official.) 8 x 13½ vol., 2 in., in wooden desk. R. 205. (44)

554. CONSOLIDATED FILE OF ENTRIES AND PAPERS, 1933 to date. Entries, copies of schedules of collection (originals are sent to the accounting office of the Treasury), certificates of deposit, and receipts of general order stores. (Daily, official.) 9 x 12 loose-leaf books, 3 in., in flat top desk. R. 205. (42)

555. ENTRIES, LIQUIDATED, Nov. 17, 1933 to date. Papers and documents pertaining to a particular import entry which has been liquidated, that is, one on which final assessment of duty has been made, such as consumption entries, consular invoices, shippers invoices, carriers manifests of goods transported in bond, bills of lading, lists of consular invoices, and summaries of entered value. Arranged numerically by entry number. (Daily, official.) 9½ x 11½ folders, 2 ft., in metal filing case drawer. R. 205. (38)

556. RECORD OF DUTIABLE CONSUMPTION ENTRIES, Nov. 17, 1933 to date. Record of merchandise upon which duty must and has been paid and which has been withdrawn from supervision for consumption, showing character of goods, rate of duty, and other details. Arranged numerically by entry number. (Monthly, official.) 10 x 12 loose-leaf book, 2 in., in flat top desk. R. 205. (39)

557. REGISTER OF DRAWBACK SHIPMENTS, Feb. 8, 1934 to date. Details of shipments exported with benefit of drawback. Arranged numerically by entry number. (Monthly, official.) 14 x 18 vol., 1 in., in flat top desk. R. 205. (40)

SHEBOYGAN

OFFICE OF DEPUTY COLLECTOR
Residence, 619 Erie St.

The first Deputy Collector was stationed here in 1864. The agency is a part of District 37, headquarters of which is in Milwaukee. Records are destroyed only by permission granted through Acts of Congress. Those required by the Department are promptly forwarded.

558. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, Aug. 1923 - July 1926. Date entered and cleared, type of rig, name of vessel, where from, net tonnage, number of crew, nature of cargo, fees paid, and ballast if any. Arranged chronologically by date of entry. (Never.) 7½ x 14 vol., 1 in., in steel filing case drawer. Office. (154)

559. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, Nov. 1926 to date. Date of entrance and clearance, official number, flag, rig, name of vessel, destination, home port and country, tonnage, number of crew, fees, and nature of cargo. (Bi-monthly, official.) 7½ x 14 vols., ½ in., in steel filing case drawer. Office. (155)

560. RECORD OF DUTIABLE CONSUMPTION ENTRIES AND LIQUIDATIONS, June 1932 to date. Date of collection, name of importer, nature of merchandise, amount of duty paid, entry number, date of liquidation, liquidated duty increased in additional duty, access, date of collection refund, and notation. Arranged chronologically by date of entry. (Bi-monthly, official.) 9½ x 12 vols., 1½ in., in steel filing case drawer. Office. (151)

561. MONTHLY REPORTS, COPIES, Sept. 1932 to date. Schedule of navigation fees, fees on account of deceased passengers, tonnage tax, record of goods sent to General Order Store, daily record and statement of collections, deposits, and balances, special deposits, miscellaneous collections, and record of free entries and goods received in bond from other ports. Arranged by subjects and chronologically. (Daily, official.) 9½ x 12½ vols., 2½ in., in steel filing case drawer. Office. (156)

562. CORRESPONDENCE, 1933 to date. With Milwaukee. Arranged chronologically and alphabetically by subject. (Daily, official.) 9 x 12 folders, 9½ in., in steel filing case drawer. Office. (153)

563. MISCELLANEOUS FILE, 1933 to date. Copies of entrance and clearance manifests, certificates of deposit, single entries, air-ship bonds, and steamship bonds; on imported shipments. Arranged

chronologically and alphabetically by subjects. (Daily, official.) 9 x 12 folders, 1 ft., in filing case drawer. Office. (152)

SUPERIOR

OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 1401 Tower Ave.

The port of Superior was established about 1863, under the headquarters port of Michilimackinac, Michigan, now known as Mackinac. Thereafter the headquarters was transferred first to Sault Ste. Marie, Michigan, then to Marquette, Michigan, and finally, in 1911, to Duluth, Minnesota. In 1913 the headquarters name was changed to the District of Duluth-Superior, No. 36.

This port soon established its importance, and with the rapid industrial and commercial growth of the city of Superior, due to its location at a navigation head and proximity to the Northern mines and the great Western wheat area, the headquarters became one of the largest tonnage ports in the United States, second only to the port of New York. Since the greater part of the total tonnage for the Duluth-Superior district passed through Superior, its citizens felt that it should become the headquarters. There arose then, as a result, a controversy between Duluth and Superior for the headquarters office and its attendant personnel and prestige. In 1913 a committee from Superior went to Washington with a plan for a dual headquarters with alternating residency. The plan was adopted, but the result was only a nominal change, since the alternating residency was never put into practice. At the present date a joint resolution has been put before the legislature by Senator Nelson, and adopted by both houses, asking that Superior be made a subport of the port of Milwaukee.

The duties of the Collector increased in degree and scope along with the growth of the port, so that as early as 1891 Collector E. Moran appealed to Washington for additional help and larger quarters. At one time or another the Collector, because of the lack of proper agents, was required to attend to such activities as the investigation of smuggling, both of opium and Chinamen, the presentation of evidence before the Court, the deportation of aliens, the handling of seamen's claims for hospitalization and medical aid, and the handling of applications for pensions made by Spanish American War veterans. The present function of the Collector is limited to the collection of duties on imports.

The first Collectors conducted the Customs office along with their private business. Mr. Peter E. Bradshaw, appointed in 1883, conducted the office in conjunction with a fur trading post. Mr. L. W. Safford, between 1886 and 1888, conducted the office in his residence. It was not until 1891 that office space was probided by the Government, at which time a room was obtained in a building known as the Hammond Block. Finally, in 1908, the Federal Building was completed, with quarters for all Federal agencies.

Every five years a report of the records is made to congress and those are destroyed which it advises. Otherwise, since office room has been federally provided, no records have been sent to Washington. Those retained are kept in excellent condition.

564. CORRESPONDENCE, RECEIVED, 1893 - 1909. General correspondence and receipts for expenditures. Filed chronologically. (Never.) 9 x 11 vols. (22), 6 ft. 9 in., in wooden cabinet. R. 205. (107)

565. CORRESPONDENCE, OUTGOING, 1893 - 1910. Copies. Filed chronologically. (Never.) 8 x 12 bound vols. (20), 4 ft., in wooden cabinet. 4 vols. damaged by water, dirty, torn. R. 205. (109)

566. CORRESPONDENCE, 1910 to date. With Collector. Filed chronologically and by subject. (Frequently, official.) 11 x 17 clip board files and 10½ x 16½ folders, 30 ft. 11 in., in wooden cabinet and metal filing cases. Rs. 205 and 204. (108, 110)

567. GOODS RECEIVED IN BOND AND FORWARDED, RECORD OF, 1915 to date. (Frequently, official.) 12½ x 18 vol., 2 in., in cabinet in steel vault. R. 204. (112)

568. FOREIGN ENTRANCES AND CLEARANCES, 1918 to date. Record of entrances and clearances of vessels in foreign trade; serves as index for immediate transportation manifests originating in this port. (Frequently, official.) 10 x 14 vols. (2), 3 in., on metal shelf in steel vault. R. 204. (111)

569. COASTWISE CLEARANCES, 1918 to date. Record of entrances and clearance of vessels in coastwise trade (discontinued since 1926, except in case of boats carrying bonded merchandise). (Rarely, official.) 10 x 14 vols. (4), 6 in., on 4 metal shelves in steel vault. R. 204. (105)

570. INFORMAL ENTRIES, 1918 to date. On merchandise entered for consumption valued at less than $100, whether dutiable or free; with bills of lading and invoices attached. (Rarely, official.) 5 x 8 envelopes, 5 in., in steel filing case. R. 204. (101)

571. CONSUMPTION ENTRIES, 1921 to date. On merchandise entered for consumption, whether dutiable or free; with bills of lading and invoices attached. (Rarely, official.) 8½ x 11 folders, 5 ft. 11 in., in steel filing case. R. 204. (102)

572. SHIPPERS' EXPORT DECLARATIONS, 1924 to date. Name of shipper, consignee, commodity, quantity, and value of shipment. (Annually, official.) 9 x 12 folders, 10 in., in steel filing case. R. 204. (106)

573. MANIFESTS, 1926 to date. For carload shipments received in bond by rail for shipment by boat; with landing certificates, showing arrival of grain back in Canada, in cases of resale or exportation, attached. (Rarely, official.) 8½ x 11 bundles, 1 ft. 8 in., on metal shelf in steel vault. R. 3. (115)

574. OUTWARD FOREIGN MANIFESTS, 1927 - 1935. Manifests of outward bound vessels, giving vessel, net tonnage, destination, and name and address of agent. (Rarely, official.) 9 x 14 bundles, 1 ft. 8 in., on metal shelf in steel vault. R. 204. (98)

575. INWARD FOREIGN MANIFESTS, 1927 to date. Manifests of inward bound vessels, giving vessel, net tonnage, destination, and name and address of agent. (Rarely, official.) 9 x 14 bundles, 1 ft. 5 in., on metal shelf in steel vault. R. 204. (99)

576. IMMEDIATE TRANSPORTATION, 1927 to date. Record of merchandise received in bond for other ports. Filed numerically. (Rarely, official.) 8½ x 11 folders, 1 ft. ½ in., in metal filing case. R. 204. (100)

577. GRAIN RECEIVING RECORD, 1928 to date. Record of imported Canadian grain until it is sold at warehouse, giving port of entry, manifest, office number, date of entry, estimated value, grade of grain, gross bushels, tare bushels, net bushels, selling price, and car number. (Frequently, official.) 4 x 6 cards, 6 ft. 3 in., in wooden cabinet on metal shelf. R. 204. (104)

578. WAREHOUSE ENTRIES, 1929 - 1931. Discontinued; later entry records included on withdrawal reports. (Rarely, official.) 8½ x 11 bundles, 6 in., on metal shelf in steel vault. R. 3. (114)

579. WITHDRAWAL PERMITS FOR EXPORTATION, 1929 - 1934. For cargoes consigned to this port, with privilege of holding for one year for sale or shipment to foreign port for sale. (Annually, official.) 8½ x 11 bundles, 5 in., on metal shelf in steel vault. R. 3. (113)

580. COASTING MANIFESTS, 1932 to date. Certificates of clearance from one American port to another, giving value of cargo, consignee, master, port of registration, and name of boat. (Never.) 9 x 14 bundles, 4 in., on metal shelf in steel vault. R. 204. (103)

BUREAU OF INTERNAL REVENUE

BUREAU OF INTERNAL REVENUE

APPLETON

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Post Office Bldg., 129 N. Superior St.

This office was established in October 1923. Originally located in the City Hall, it moved to its present quarters in 1932. It has little in the way of records, since all records are sent to the headquarters of the Wisconsin District in Milwaukee.

581. WORK SHEETS, 1934 to date. Tax cases on which investigations have been completed; copies of originals filed in Milwaukee. Filed chronologically. (Daily, official.) 9 x 12 envelopes, 1 ft. 1 in., in steel filing case drawer. R. 210. (5)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Post Office Bldg., 129 N. Superior St.

This office was established in October 1923. Originally located in the City Hall, it moved to its present quarters in 1932. The permanent file consists of correspondence with the Milwaukee headquarters, while tax returns on which investigations are being made are temporary files.

582. CORRESPONDENCE, 1929 to date. With Milwaukee. Filed alphabetically by subject. (Daily, official.) 9 x 12 pockets, 1 ft., in steel drawer. R. 206. (3)

583. INDIVIDUAL TAX RETURNS, 1933 to date. Tax returns on which agent is conducting investigations, remaining in file until investigation is closed and then sent to Milwaukee; also pertinent correspondence. Arranged alphabetically by name of localities in which returns are made. (Daily, official.) 9 x 12 pockets, 1 ft., in steel filing case. R. 206. (4)

584. CORPORATION TAX RETURNS, 1934 to date. Tax returns on which agent is conducting investigations, remaining in this file

until investigation is closed and then filed in Milwaukee. Filed alphabetically by names of cities in which returns are made. (Daily, official.) 9 x 12 pockets, 1 ft., in steel filing case. R. 206. (2)

CHIPPEWA FALLS

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg.

The first Deputy Collector was stationed here in 1913. The office is under the jurisdiction of the Collector in Milwaukee. All records originating in this office are sent with the completed cases to Milwaukee.

585. INDEX OF THOSE WHO PAY INCOME TAX, 1923 to date. Name, address, first payment, and successive payments. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 2 ft., in steel filing drawer. R. 201. (6)

586. DAILY REPORTS, COPIES, 1925 to date. Form 795, giving names and addresses of persons interviewed, nature of business, and amount of remittance. Form attached. Arranged chronologically. (Daily, official.) 9 x 12 folders, 1 ft., on wooden shelf. R. 201. (4)

587. TREASURY RULINGS, 1925 to date. Rulings on income and special taxes; citation referenced to statutes. Arranged by the filing system of the Dept. of the Treasury. (Weekly, official.) 9 x 12 loose-leaf books, 1 ft. 6 in., on wooden shelf. R. 201. (3)

588. RECORD OF THOSE PAYING SPECIAL TAX, 1933 to date. Record of tavern keepers, breweries, employers (Social Security), etc., giving name, address, and type of tax. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 1 ft., in steel filing drawer. R. 201. (7)

589. CASES BEING HANDLED BY COLLECTOR, 1935 to date. Papers, rulings, interest rates, and correspondence on cases; forwarded from Milwaukee. Arranged alphabetically by counties. (Daily, official.) 9 x 12 folders, 6 in., in wooden desk drawer. R. 201. (8)

590. CUMULATIVE BULLETINS, 1935 to date. Instructions and information on cases; administrative, general, and special orders, as well as Court of Appeals decisions, are frequently noted. Arranged by the filing system of the Dept. of the Treasury. (Weekly, official.) 8 x 10 loose-leaf books 6 ft., on 2 wooden bookcase shelves. R. 201. (1).

591. CORRESPONDENCE, 1935 to date. General and administrative correspondence, travel reports, time reports, and records of similar office routine. Arranged chronologically. (Weekly, official.) 9 x 12 folders, 3 in., in steel filing drawer. R. 201. (2)

592. WORK CARDS, 1935 to date. Record of name, address, date of first work, etc.; kept as an aid to traveling inspector. Arranged alphabetically by name of taxpayer. (Weekly, official.) 3 x 5 cards, 4 in., in steel filing drawer. R. 201. (5)

EAU CLAIRE

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., S. Barstow St.

The first Deputy Collector was stationed here in 1913. He is under the jurisdiction of the Collector in Milwaukee. All records are attached to the completed cases and sent to Milwaukee.

593. CUMULATIVE BULLETINS, 1918 to date. Instructions and information on recent cases; administrative and special orders, as well as Court of Appeals decisions, are frequently noted. Arranged by filing system of the Dept. of the Treasury. (Weekly, official.) 8 x 10 loose-leaf books, 9 ft., on 3 wooden bookcase shelves. R. 32. (20)

594. INDEX OF ALL THOSE WHO PAY INCOME TAX, 1923 to date. Name, address, date of first payment, and dates of successive payments. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 2 ft., in steel filing drawer. R. 32. (25)

595. TREASURY RULINGS, 1925 to date. Rulings on income and special taxes; cititions referenced to statutes. Arranged by the filing system of the Dept. of the Treasury. (Weekly, official.) 9 x 12 loose-leaf books, 1 ft., 6 in., on wooden shelf. R. 32. (22)

596. RECORD OF THOSE WHO PAY SPECIAL TAXES, 1933 to date. Record of breweries, manufacturing firms, employers (Social Security) etc., giving name, address, and type of tax assessed. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 1 ft., in steel filing drawer. R. 32. (26)

597. CASES HANDLED BY COLLECTOR, 1933 to date. Papers, rulings, interest rates, and correspondence on cases forwarded from Milwaukee. Arranged alphabetically by counties. (Daily, official.) 9 x 12 folders, 6 in., in wooden filing drawer. R. 32. (27)

598. DAILY REPORTS, COPIES, 1933 to date. Names and addresses of persons interviewed, nature of business, amount of money collected, and remarks. Arranged chronologically. (Daily, official.) 9 x 12 folders, 2½ in., on wooden shelf. R. 32. (23)

599. CORRESPONDENCE, 1933 to date. General correspondence, travel reports, time reports, and other routine records. Arranged chronologically. (Weekly, official.) 9 x 12 folders, 4 in., in wooden filing drawer. R. 32. (21)

600. WORK CARDS, 1933 to date. Record of work on cases; kept to aid traveling inspector. Arranged alphabetically by names of taxpayers. (Weekly, official.) 3 x 5 cards, 6 in., in steel filing drawer. R. 32. (24)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., S. Barstow St.

The first Agent was stationed here in 1913. He is a field representative of the Wisconsin District Headquarters in Milwaukee. All case notes and other records are returned upon completion, with the original papers, to Milwaukee.

601. CUMULATIVE BULLETINS, 1922 to date. Instructions and information on recent cases; administrative, general, and special orders, as well as Court of Appeals cases, are frequently noted. Arranged by filing system of the Dept. of the Treasury. (Weekly, official.) 8 x 10 loose-leaf books, 9 ft., on 3 wooden bookcase shelves. R. 33. (19)

602. BOARD OF TAX APPEAL REPORTS, 1924 to date. Pamphlets giving reviews of cases and decisions; used by agents as precedent for determining decisions under their jurisdiction. Arranged chronologically. (Daily, official.) 5 x 8 vols., 9 ft., on 3 wooden bookcase shelves. R. 33. (18)

603. ADMINISTRATIVE BULLETINS, 1926 to date. Bulletins on time reports, rules of practice before the Board of Tax Appeals, special appointments, personnel, etc. Arranged chronologically. (Weekly, official.) 8 x 10 loose-leaf books, 2 ft., on wooden bookcase shelf. R. 33. (14)

604. MISCELLANEOUS FILE, 1930 to date. Rulings, excerpts of the U. S. Statutes, reviews of decisions by the U. S. Supreme Court, commentaries on the law, lists of cases pending before the Board of Tax Appeals, etc. Indexed. (Daily, official.) 8 x 10 loose-leaf books, 6 ft., on 2 wooden bookcase shelves. R. 33. (17)

605. CASES NOT COMPLETED, 1933 to date. Instructions, evidence, reports, etc. on incomplete cases. Arranged alphabetically by case title. (Daily, official.) 9 x 12 folders, 2 ft., in steel filing drawer. R. 33. (15)

606. CORRESPONDENCE, Nov. 1, 1935 to date. Correspondence on cases, administrative correspondence, travel reports, time reports, and other official routine. Arranged chronologically. (Weekly, official.) 9 x 12 folders, 2 in., in wooden filing drawer. R. 33. (16)

FOND DU LAC

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Hutter Bldg., Forest and Macy Sts.

This is a temporary office of the Wisconsin District, established for the convenience of the taxpayers during the tax collection period. All important records are forwarded to the headquarters in Milwaukee, and those considered of no value are destroyed.

607. ASSIGNMENTS AND CORRESPONDENCE, Dec. 1936 to date. Assignments on delinquent returns; correspondence and opinions on tax cases. Filed alphabetically by names of localities in which returns are made. (Daily, official.) 8 x 10 pockets, 1 ft., in steel filing drawer. R. 202. (5)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., 19 W. 1st St.

This office was established in June 1926. Copies of letters to the Milwaukee Office are destroyed after three years; otherwise all records are sent to Milwaukee.

608. INCOME TAX RETURNS, 1935 - 1936. Forms 1120, 1040, 1041, and 1065; also case notes, etc. (Frequently, official.) 10 x 12 folders, 2 ft. 8 in., in 4 steel filing drawers. R. 203. (62)

GREEN BAY

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., Adams and Walnut Sts.

The first Deputy Collector was stationed here in 1922. He is under the jurisdiction of the Collector in Milwaukee. All reports are sent to the latter. Any records remaining in this office, of which there are always duplicates in Milwaukee, are stored in the basement after five years. Records prior to 1922 are inactive and appear to be records of the defunct Third and First Districts.

Deputy's Records

609. REPORTS ON INVESTIGATIONS, COLLECTIONS, AND WARRANTS, 1932 to date. Reports from Milwaukee; warrants made and served by Collector. (Daily, official.) 9 x 12 folders, 2 ft. 4⅓ in., in wooden cabinet drawer. R. 200. (693)

First and Third District Records

610. COLLECTIONS ON LISTS, Oct. 1876 - Dec. 1894. Daily record of collections on tax lists in Third District of Wisconsin; giving date, name, location, number of division, on what list assessed, number in abstract, articles of occupation, amount of tax, unassessed penalties, and total collections. (Never.) 14 x 16 vol., ½ in., in wooden box. Basement, W. center. (46)

611. RECORD OF BONDS, Dec. 1880 - Mar. 1918. Bonds filed in Third District of Wisconsin by brewers and liquor dealers; giving name, surety and amount of bond. (Never.) 10 x 16 vol., 2 in., in wooden box. Dirty. Basement, W. center. (54)

612. REPORTS, June 1885 - Jan. 1895. Form 51, statements of tax accounts in Third District of Wisconsin; giving name of tax lists, amount of taxes unaccounted for on previous statement, new lists, amount abated per order number, amount transferred, and amount unaccounted for. (Never.) 11 x 17 vol., ½ in., on filing case. Basement, W. center. (45)

613. SPECIAL TAXPAYERS AND REGISTERS, Apr. 1886 - June 1891; July 1897 - June 1900; July 1902 - June 1910; July 1913 - June 1915. Record of special taxpayers and registers for First District of Wisconsin; giving name, business, place, street number, tax period, amount of tax, date of payment or issue of certificate, date of stamp, serial number of certificate, filing number, and remarks. (Never.) 15 x 17 vols., 2 ft., in wooden box. Basement, W. center. (49)

614. SPECIAL TAX STAMPS, July 1886 - June 1893. Daily record of special tax stamps sold in Third District of Wisconsin. (Never.) 14 x 18 vol., 2 in., in wooden box. Dirty. Basement, W. center. (59)

615. BREWERS' RETURNS, Jan. 1887 - June 1890; July 1899 - June 1902; July 1907 - May 1916. Abstracts from monthly returns of brewers; giving date, liquor on hand, liquor produced during month, total sale, removed to other districts, sour liquor, leakage and wastage, liquor on hand previous month, and total on hand. (Never.) 9 x 11 vol., 4 in., in pasteboard box. Basement, W. center. (52)

616. TOBACCO MANUFACTURERS' RECORDS, July 1891 - Jan. 1918. Inventories and monthly abstracts. (Never.) Variously sized vols., 1 ft. 1 in., in wooden box. Dirty. Basement, W. center. (53)

617. COLLECTIONS AND DEPOSITS, May 1893 - Mar. 1918. Record of collections and deposits to credit of Treasurer of the United States; giving date, collection on lists, beer stamps sold, spirit stamps sold, cigar and cigarette stamp sold, and tobacco stamps sold. (Never.) 10 x 16 and 14 x 17 vols., 4½ in., in wooden box. Basement, W. center. (48)

618. WHOLESALE LIQUOR DEALER STAMPS, Jan. 1901 - Dec. 1903; Jan. 1907 - Sept. 1908; Nov. 1914 - July 1915. Account of stamps issued to wholesale liquor dealers; giving wholesale dealer's name, district, serial number, package, original proof, and stamps sold. (Never.) 14 x 17 vol., 2 in., in pasteboard box. Basement, W. center. (51)

619. SPIRIT STAMPS, Dec. 1902 - June 1918. Daily record of date, name and location of party to whom issued, and number of spirit stamps of each denomination issued other than "Tax Paid" and "Export". (Never.) 10 x 16 vols., 4 in., in wooden box. Basement, W. center. (57)

620. STAMP COLLECTIONS, Aug. 1903 - July 1919. Daily record of collections from sales of stamps in First and Third Districts of Wisconsin; giving date, name, cigar, and tobacco stamps sold. (Never.) Variously sized vols., 8½ in., in wooden boxes. Basement, W. center. (61)

621. BEER STAMPS, Mar. 1907 - July 1919. Daily record of beer stamps sold in First District of Wisconsin; giving date, name, location, hogsheads, barrels, etc. (Never.) 10 x 16 vol., 3½ in., in wooden box. Basement, W. center. (47)

622. DOCUMENTARY STAMPS, Dec. 1914 - Nov. 1916. Daily record of documentary stamps sold in First District of Wisconsin; giving date, name, location, various denominations, face value, discount, and amount collected. (Never.) 10 x 16 vol., 3/4 in., in pasteboard box. Basement, W. center. (50)

623. PROPRIETARY STAMP SALES, Jan. 1915 - Sept. 1916. Daily record of proprietary stamps sold in First District of Wisconsin; giving date, name, location, face value, discount, and amount collected. (Never.) 14 x 17 vol., 1 in., in wooden box. Basement, W. center. (44)

624. WINE, CORDIAL, ETC., SALES RECORD, Jan. 1915 - Nov. 1916. Daily record of wine, cordial, etc., stamps sold in First District of Wisconsin; giving date, name, location, various denominations, and value. (Never.) 14 x 17 vol., 1 in., in wooden box. Dirty. Basement, W. center. (58)

625. LIQUOR, TOBACCO, AND SNUFF RECORD, Jan. 1918 - July 1919. Record of stamps issued to wholesale liquor dealers for fermented liquor, cigars, tobacco, and snuff. (Never.) 15 x 17 vol., 1 in., in wooden box. Basement, W. center. (43)

626. SPECIAL TAXES AND REGISTERS, July 1909 - Sept. 1920. Record of special taxes and registration; giving name, place, business, tax period, dates paid or certificate issued, and remarks. (Never.) 5 x 7 vols., 1 ft. 1 in., in wooden box. Dirty. Basement, W. center. (60)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., 306 E. Walnut St.

This office, a field office under the Internal Revenue Agent in Charge at Milwaukee, was established about 1918. The records considered important are either kept in this office or forwarded to Milwaukee, while the so-called useless papers are destroyed from time to time.

627. GENERAL FILE, May 1927 to date. Duplicates of audit reports and general correspondence; audit report shows voucher number, location, amount, and distribution. (Daily, official.) 10 x 12 folders, 1 ft. 9 in., in drawer of steel filing case. R. 202. (55)

628. INCOME TAX MATERIALS, July 1927 to date. Duplicates of audit reports, assignments, bad debts, banks defunct, compromise, constructive accounting, 1934 income tax correspondence, consolidated accounting, processing taxes; original copies of audit reports filed at office in Milwaukee. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of wooden filing case. R. 202. (56)

KENOSHA

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 56th St. and Sheridan Rd.

This office was established in 1911 and is a field office for the Wisconsin District Headquarters in Milwaukee. Its functions are to assist corporations, partnerships, and individuals in filing income tax returns and to collect all special excise taxes and stamp taxes, both current and delinquent. Between 1911 and the present, the Field Deputy occupied offices in a private office building, the old Federal Building, the new Courthouse, and the new Federal Building, the latter since 1930. Most of the records are duplicates of records in Milwaukee and may be destroyed when the cases are completed. So-called useless papers are destroyed.

629. CORRESPONDENCE, Jan. 1935 to date. With the Milwaukee office and taxpayers. Arranged chronologically. (Weekly, official.) 9 x 11½ folders, 1½ in., in wooden filing drawer. R. 3, Basement. (4)

630. DAILY REPORT, Jan. 1935 to date. Work report to Milwaukee (duplicates). Arranged chronologically. (Never.) 8½ x 12½ loose sheets, 1 ft., in steel filing drawer. R. 3, Basement. (3)

631. RECORD OF ASSIGNMENTS, Sept. 1, 1936 to date. Record of all assignments received by this office, both current and completed, giving name of taxpayer, assignment, date received, and date completed. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 8 in., in card cabinet. R. 3, Basement. (2)

632. RECORD OF INCOME AND SPECIAL TAX FOR LIQUOR, 1936 to date. Record made up in Milwaukee, the original remaining there. Arranged alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 6 in., in 6 drawers of card cabinet. R. 3, Basement. (1)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., 56th St. and Sheridan Rd.

This office, a field office under the Internal Revenue Agent in Charge at Milwaukee, was established in 1922. From 1922 to 1930 the Deputy Agent maintained an office in his home. Since 1930 he has been located in the Federal Building. All records are sent to the District Office at Milwaukee; there are therefore no serial reports.

LA CROSSE

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

This field office of the Wisconsin District was established in 1933. It has little in the way of permanent records outside of those pertaining to revenue stamps, since it forwards most records to the headquarters in Milwaukee.

633. RECORD OF MAIL, May 21, 1935 to date. Record of all stamps mailed, with name of addressee. Indexed chronologically. (Daily, official.) 10 x 15 vol., ½ in., on desk in vault. R. 209. (240)

634. RECAPITULATION OF REMITTANCES, REMITTANCE REGISTER, AND DOCUMENT REGISTER, Jan. 1936 to date. Recapitulation indicates kind of tax, total of checks on deposit, and bank of deposit; document register indicates kind of stamps sold; and remittance register indicates sale of stamps. Recorded chronologically. (Daily, official.) 10 x 15 vol., 2 in., on wooden table in vault. R. 209. (237)

635. RECORD OF STAMPS, FERMENTED LIQUOR, TOBACCO, DOCUMENTARY, STOCK TRANSFER, AND FUTURE DELIVERY, Jan. 1936 to date. Monthly record of amount of barrels of beer and total face value of stamps sold. Indexed chronologically. (Daily, official.) 12 x 18 vols. (2), 2 in., on wooden table in vault. R. 209. (238)

636. INCOME TAX AND SPECIAL TAX RECORD, Feb. 1, 1936 to date. List of persons who are assessable, with form number, and record and method of payment. Indexed chronologically. (Frequently, official.) 12 x 12 vol., ½ in., on wooden cabinet in vault. R. 209. (239)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., 4th and State Sts.

This office was established in 1915. So-called useless papers are destroyed. All records are sent with the completed cases to Milwaukee.

637. MISCELLANEOUS FILE, 1918 to date. Rulings, excerpts from the U. S. Statutes, reviews of decisions by the U. S. Supreme Court, commentaries on the law, lists of cases pending before the Board of

Tax Appeals, etc. Indexed. (Daily, official.) 8 x 10 loose-leaf books, 12 ft., on 4 wooden bookcase shelves. R. 207. (406)

638. BOARD OF TAX APPEALS DECISIONS, 1926 to date. Pamphlets giving reviews of cases and decisions; issued periodically to agents. Arranged chronologically. (Daily, official.) 5 x 8 vols., 9 ft., on 3 wooden bookcase shelves. R. 207. (407)

639. CUMULATIVE BULLETINS, 1930 to date. Instructions and information on recent cases; administrative, general, and special orders, as well as Court of Appeals decisions are frequently noted. Arranged by the system of the Dept. of the Treasury. (Weekly, official.) 8 x 10 loose-leaf books, 6 ft., on 2 wooden bookcase shelves. R. 207. (408)

640. CORRESPONDENCE, 1936 to date. General and administrative correspondence, travel reports, time reports, and records of similar office routine. Arranged chronologically. (Weekly, official.) 9 x 12 folders, 3 in., in wooden filing drawer. R. 207. (405)

641. CASES NOT YET COMPLETED, 1936 to date. Papers, instructions, evidence, reports, etc. Arranged alphabetically by case. (Daily, official.) 12 x 15 folders, 4 ft., in 2 filing drawers. R. 207. (404)

MANITOWOC

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 909 Franklin St.

The date of establishment of this office was not ascertained. Reports are sent to the Milwaukee Office.

642. DAILY RECORD OF SPIRIT STAMPS, 1889 - 1900. Date, name, residence or location of individual or concern to whom stamps were issued, and number of stamps of each denomination. See addenda for further details. (Never.) 10½ x 16 vols., 3/4 in., on steel shelf in vault. Office. (220)

643. RECEIPTS AND MISCELLANEOUS, 1893 - 1894. Receipts for remittances, acknowledgement of receipt of reports, etc. (Never.) 3½ x 8 bundles, 1 in., on steel shelf in vault. Office. (223)

644. DAILY RECORD OF COLLECTIONS, 1893 - 1904. Date, name, type of stamp, face value, discount, and total amount. (Never.) 12 x 19 vols., 4 3/4 in., on steel shelf in vault. Office. (221)

645. EXPRESS RECEIPTS AND WAYBILLS, 1893 - 1913. Stubs of receipts from U. S. (sic) Express Co. for money transported to Milwaukee. (Never.) 3½ x 15 vols., 8½ in., on steel shelf in vault. Office. (222)

646. REPORTS ON STAMPS, 1898. Reports on cigar, cigarette, beer, and liquor stamps sold. (Never.) 4 x 9½ envelopes, ½ in., on steel shelf in vault. Office. (225)

647. ORDERS FOR DOCUMENTARY OR PROPRIETARY STAMPS, 1900 - 1901. (Never.) 3 x 9 bundles, 3½ in., on steel shelf in vault. Office. (224)

648. APPLICATIONS FOR WHOLESALE LIQUOR DEALER STAMPS, 1903 - 1909; 1913. See addenda for detailed description. (Never.) 3½ x 8½ bundles, 2 ft., on steel shelf. Dirty. Office. (219)

649. RECEIPTS, 1909 - 1913. For cash remittance, stamps, and coupons returned. (Never.) 3½ x 8½ bundles, 5 in., on steel shelf in vault. Dirty. Office. (218)

MILWAUKEE

OFFICE OF COLLECTOR
Federal Bldg., 517 E. Wisconsin Ave.

With the establishment of the Internal Revenue Service, July 1, 1862, under the direction of a Commissioner, the country was divided into districts, with an Assessor and Collector for each. Six such Districts were established in Wisconsin, August 26, 1862, but they were finally merged into one district as a result of a series of consolidations: the Third with the Second, July 1, 1871; the Fourth with the Fifth to form a new Third, March 1, 1872; the Third with the First and the Sixth with the Second, July 1, 1887; and the First with the Second, August 1, 1919. The headquarters of this Second District, located at Madison, served as the headquarters for the whole State of Wisconsin from August 1, 1919, until January 16, 1920, when it was transfered to Milwaukee, which had been the location of the headquarters for the First District. The official title for the district covering all of Wisconsin was changed to the District of Wisconsin June 1, 1920.

The Internal Revenue office in Milwaukee was housed in the Customhouse Building, 134 East Water Street (old address), from 1866 to 1899, at which time it moved to its present quarters in the Federal Building. With the establishment of this office as headquarters for the State, the records of the previously existing districts were moved to Milwaukee.

The office of the Collector makes periodic requests for permission from Washington to destroy certain records, enumerating

the particular records for which the authorization is requested. The records, however, are not necessarily destroyed immediately upon receipt of an authorization for destruction; some are retained at the discretion of the Collector, who may avail himself of the permission to destroy them any time after receipt of the authorization. Where destruction has already taken place, information as to that fact is given in the particular serials.

The office sends many records to the Washington office, retaining duplicates in its own files. In a number of instances there is more than one copy of certain records in the local office, various sections of this office having been delegated to perform certain functions and having need of the same records in the course of their duties. The Administrative Section, performing the general administrative work of the Collector, maintains a general file on all matters pertaining to this work and on all personnel data. The issuing of tax stamps, the collection of moneys on the sales of such stamps and of the income tax and miscellaneous taxes, and the depositing of such collected moneys is handled by the Cashier and his assistants; the adjustment of claims, by the Claims Section; the accounting of the Cashier's transactions, by the Control Section; field investigations of tax matters, by the Field Section; and the auditing of income and miscellaneous tax returns, by the Income Tax and Miscellaneous Tax Audit Sections respectively. The tax on certain processed articles, effective from July 1933 to January 6, 1936, was in charge of a separate personnel, and a reduced staff has been retained to dispose of pending claims.

Administrative Division Records

650. INDEX, 1921 to date. Index to tax liens described in serial report 518. Filed alphabetically, by individuals, partnerships, and corporations. (Daily, official.) 3 x 5 cards, 3 ft., in 7 wooden card cabinet drawers. R. 206. (519)

651. ROSTER OF OFFICERS AND EMPLOYES AND PERSONNEL FILE, 1875 to date. Service, leave, retirement, salary, expense, and disbursement records. Indexed. (Daily, official.) 10½ x 15½ vols. and 5 x 8 cards, 4 ft. 2½ in., in oak cabinet. R. 206. (526, 527)

652. DEPARTMENT LETTERS AND COMMISSIONER'S LETTERS, 1897 to date. Letters from Commissioner and Deputy Collectors and copies of replies on claims for refunds, claims for abatement, nontaxable returns, extensions, requests for relief from penalties, and delinquency of taxpayers (prior correspondence destroyed). (Recent records frequently, others never; official.) 9 x 12 gum stub books (174), variously sized loose papers, and 9 x 10½ loose-leaf books, 105 ft. 8 in., on 19 wooden shelves, in metal filing cases, and on steel shelves. Rs. 582, 202, and 206. (523-525)

653. PERSONNEL RECORD, 1917 - 1935. Name, age, salary, leaves granted, and action taken on applications for annual leave without pay and sick or military leave. (Seldom, official.) 5 x 8 bundles, 4 ft. 5 in., in 2 metal drawers. R. 582. (528)

654. REPORT OF REVENUE ACCOUNT, FIRST DISTRICT OF WISCONSIN, Oct. 1917 - May 1919. Form 51 B, report on collection of taxes and revenue stamps; see Reports 513, 514, and 515 (prior records destroyed). (Seldom, official.) 14 x 17 loose-leaf book, ½ in., on shelf in steel counter cabinet. R. 582. (512)

655. SECTIONAL CONTROL LEDGER, 1918 to date. Form 766, "tickler" for Form 820, monthly tax reports; 1919 - 1923 records cover 2d District (no similar record kept previously). (Current daily, official.) 14 x 17 loose-leaf books (8), 4 ft. 6 in., in steel and wooden cabinets. Rs. 582 and 206. (507, 508)

656. CERTIFICATES OF DEPOSIT, 1919 to date. Return copies, for daily deposits in banks (prior records destroyed). (Current frequently, official.) 8 x 10 and 3½ x 8 bundles, 7 ft. 9 in., on filing cabinet and in 4 drawers of metal card cabinet. Rs. 582 and 206. (535, 536)

657. ACCOUNT CURRENT, 1919 to date. Form 79, statement of monthly transactions, prepared in triplicate; copy forwarded to Deputy Commissioner in Washington at close of each month. (Current daily, official.) 11 x 12 loose-leaf books, 3½ in., in steel counter cabinet and in oak cabinet. Rs. 582 and 206. (503, 504)

658. GENERAL LEDGER, 1919 to date. Form 765, liability and credit accounts for all transactions (no similar record kept previously). (Current daily, official.) 10½ x 16 loose-leaf books, 10 in., in steel counter cabinet and wooden cabinet. Rs. 582 and 206. (501, 502)

659. DAILY JOURNAL, Mar. 1919 to date. Monthly report to bookkeeper on collections, from Income, Miscellaneous, and Distilled Spirits Divs. (prior records destroyed). (Current daily, official.) 10 x 12 bundles, 9 x 11 covers, and 8 x 10 post binders, 31 ft. 10 in., on filing cases and in 19 metal drawers of filing cases. Rs. 582 and 206. (533, 534)

660. REPORT OF OUTSTANDING BALANCES ON ALL TAX LISTS, June 1919 - Jan. 1920. Form 325, indicating monthly total accountability, amount collected during month, and amount outstanding for month on capital stock, estate, gift, and distilled spirit taxes; preceded by file described in Report 512 and succeeded by file described in Reports 514 and 515. Arranged chronologically. (Never.) 8 x 10½ envelopes, 4 in., on metal filing case. R. 582. (513)

661. MONTHLY STAMP REPORT, SECOND DISTRICT OF WISCONSIN, June 1919 to date. Form 68, report on stamps furnished, sold, and returned, June 1, 1919 - June 30, 1919; copies forwarded in duplicate with Forms 79 and 820 to Deputy Commissioner at close of each month; copies from July 1919 to date forwarded in triplicate. (June 1, 1919 - June 30, 1919 records seldom; others daily, official.) 11 x 12 loose-leaf books, 8 in., in counter cabinet and in oak cabinet. Rs. 582 and 206. (449, 500)

662. INCOME AND MISCELLANEOUS TAXES, 1920 - 1931. Records relating to income tax suits, liquor and narcotics violations, offers in compromise, reports on delinquencies, penalties, claims, notices of adjustment, with extensions and related correspondence with taxpayers. For active file, see Report 517. Filed alphabetically by taxpayer. (Never.) 8 x 10 folders, 28 ft., in 12 metal filing case drawers. R. 582. (516)

663. MISCELLANEOUS FILE, 1920 to date. Letters to individuals and corporations, correspondence with custodian, telegrams to and from Bureau in Washington and to and from taxpayers, record of tax law violations reported to U. S. Attorney, reports for audit, record of number of returns filed by cities and counties, Commissioner's informal rulings, Board of Tax Appeal records, summonses, court case records, record of seizures, and news items (prior records destroyed). (Daily, official.) 8 x 10 folders and envelopes, 19 ft. 2 in., in 14 metal filing case drawers. R. 208. (496)

664. MONTHLY TAX REPORT, 1920 to date. Form 820, report on all assessments, collections, transfers, and abatements, prepared in duplicate; copy to Deputy Commissioner in Washington at close of each month. (Current daily, official.) 14 x 17 loose-leaf books, 1 ft., in steel counter cabinet and in oak cabinet. Rs. 582 and 206. (505, 506)

665. OFFICE RECORD, 1920 to date. For daily collections, classified as to abstract numbers and from which the Abstract of the United States Internal Revenue Collections is prepared at the close of each month. (Current daily, official.) 8½ x 12 bundles and vols., 3 ft. 8½ in., in 4 metal filing case drawers and in oak cabinet. Rs. 582 and 206. (497, 498)

666. ABSTRACT OF COLLECTIONS, Feb. 1920 - Dec. 1929; July 1930 to date. Monthly report on sources and amount of all collections; used for tables in Annual Report; preceded by separate files described in Reports 512 and 513. Filed chronologically. (Current, daily, official.) 4 x 8½ (5) and 8½ x 10½ (2) loose-leaf books, 6½ in., in metal filing case drawer and in wooden cabinet. Rs. 582 and 206. (514, 515)

667. ADVANCE COLLECTIONS, Nov. 1920 to date. Form 820 B, reports on all unclassified accounts and advance collections of stamps; copy forwarded to Deputy Commissioner in Washington at close of each month. (Daily, official.) 11 x 12 loose-leaf book, 2 in., in oak cabinet. R. 206. (510)

668. CHECK LIST, 1921 to date. Record of all checks disbursed; statement of disbursing account, proof of depository balance, and abstract of checks paid (prior records destroyed). (Never.) $8\frac{1}{2}$ x 17 covers, 10 in., in 2 metal filing case drawers. R. 582. (537)

669. CORRESPONDENCE, CONFIDENTIAL AND INTEROFFICE, 1921 to date. Also letters from field workers (records prior to 1921 destroyed). Filed by subject matter. (Daily, official.) 8 x 10 folders, 3 ft. 2 in., in 2 metal filing case drawers. R. 206. (529)

670. CRIMINAL CASES, 1921 to date. Record of violations of tax laws reported to U. S. Attorney, giving names, nature of violation, action taken, and decision or disposal. (Daily, official.) 5 x 8 cards, 6 in., in wooden drawer of card cabinet. R. 208 A. (495)

671. GENERAL FILE, 1921 to date. Copies and originals of general correspondence, letters to Field Deputies; Form AP 101, applications for positions, with copies of replies; Form 816, monthly report to Commissioner on returns filed, Field Deputies' monthly reports, and personnel efficiency ratings (prior records destroyed). (Daily, official.) 8 x 10 folders, 4 ft., in vault. R. 208 A. (494)

672. TAX LIENS, 1921 to date. Forms 668 and 669, record of notices of tax liens, related lien charges, certificates of discharge of property from Federal tax liens, affidavits, and related correspondence (prior records destroyed). Index. (Daily, official.) 8 x 10 folders, 23 ft. 5 in., in 13 metal filing case drawers. Rs. 204 and 206. (518)

673. INCOME AND MISCELLANEOUS TAXES, ACTIVE, 1922 - 1936. Records relating to tax suits, offers in compromise, liquor and narcotics violations, Commissioner's rulings, claims, notices of adjustment, penalties for failure to file proper returns, and extensions and related correspondence; for inactive file, see Report 516. (Daily, official.) 8 x 10 folders, 294 ft. 7 in., in 169 metal filing case drawers. Rs. 202, 204, and 206. (517)

674. TRANSFER OF LIABILITIES, 1925 to date. Relates to transfers of business from this to other districts and vice versa, when an individual, partnership, or corporation moves from district in which taxes would otherwise be payable (prior records destroyed). Filed alphabetically by names of taxpayers. (Daily, official.) 4 x 8 cards, 1 ft., in 4 wooden drawers of card cabinet. R. 206. (522)

675. SPECIAL DEPOSIT ACCOUNTS, June 1925 to date. Form 1021, record of deposits from offers in compromise, distraint sales excess, and real estate sales (record began in 1925). Arranged chronologically. (Daily, official.) 12 x 17 loose-leaf book, 2 in., in oak cabinet. R. 206. (509)

676. BANKRUPTCY FILE, CLOSED, 1927 to date. Correspondence, etc., relating to closed tax cases involving parties to proceedings in bankruptcy, receiverships, or actions in probate court. Filed alphabetically by name of party. (Annually, official.) 8 x 10 folders, 30 ft. 8 in., in 16 metal filing case drawers. R. 202. (532)

677. EXPENSE VOUCHERS, 1927 to date. For purchases and services other than personal, used by disbursing officials to support payments, together with memoranda. Filed chronologically. (Current records daily, official.) 5 x 8 bundles and 9 x 12 folders, 34 ft. 5 in., in 8 metal filing case drawers. Rs. 582 and 206. (520, 521)

678. STAMP ORDERS, CLOSED, 1929 - 1934. Orders for stamps for various classes of cigars, executed and submitted by manufacturer (prior records destroyed). (Annually, official.) 4 x 8 bundles, 23 ft., in 5 metal filing case drawers. R. 582. (538)

679. REPORTS ON DEPOSITS, 1931 to date. Form 49, for certificates of deposit, prepared in triplicate, a copy going to Commissioner at close of each month (prior records destroyed). (Daily, official.) 4 x 8½ vols. (2), 1 in., on wooden shelf of cabinet. R. 206. (511)

680. RETURNS FOR REGISTRY, TOBACCO DEALERS AND PEDDLERS, 1931 to date. Executed by dealer or manufacturers of tobacco and playing cards annually (when special taxes are not in force). (Annually, official.) 8 x 8 bundles, 2 ft. 8 in., in metal filing case drawer. R. 582. (530)

681. BANKRUPTCY FILE, ACTIVE, 1932 to date. Correspondence, etc., relating to pending tax cases involving parties to proceedings in bankruptcy, receiverships, or actions in probate court; as cases are closed, papers are transferred to file described in Report 532. Arranged by nature of proceedings. (Daily, official.) 8 x 11 folders, 1 ft. 6 in., in metal filing case drawer. R. 206. (531)

682. STATEMENT OF ITEMS SHOWN ON INCOME TAX FORM 1094, NOW OBSOLETE, 1934. Taxpayer, address, account number, income, deduction, and tax; authorized by La Follette Act, but now obsolete because of new regulations; awaiting authority for disposal from Washington. (Seldom, official.) 4 x 8½ bundles (80), 35 ft., in box truck with roller wheels. R. 582. (539)

Cashier's Records

683. INDEX TO SPECIAL TAX RETURNS, 1926 to date. Alphabetical key, referring to numbers by which returns are filed. (Daily, official.) 3 x 5 cards, 18 ft., in 9 wooden drawers of card cabinets. Cashier's Office, Rs. 284-290. (755)

684. INDEX TO REQUISITIONS FOR BLANK ORDER FORMS AND APPLICATIONS FOR REREGISTRY AND SPECIAL TAX STAMPS, 1929 to date. Alphabetical key, referring to requisitions and applications by registry number; maintained in two sections called "current" and "drop". (Daily, official.) 3 x 5 cards, 3 ft. 6 in., in 2 wooden drawers of card cabinet. R. 296. (653)

685. INDEX TO SPECIAL TAX RETURNS FOR BOATS, Aug. 15, 1932 - May 11, 1934. Alphabetical key to tax returns on pleasure boats described in Report 747 (not required before 1932 or after 1934). (Seldom, official.) 3 x 5 cards, 3 in., in metal drawer of filing case. Cashier's Office, Rs. 284-290. (748)

686. DAILY REPORT OF RETURNS FILED AND DAILY JOURNAL OF MISCELLANEOUS TRANSACTIONS, 1919 to date. Form 767, daily report to bookkeeper by heads of the various sections on taxes represented by returns filed with them and taxes paid on submission of such returns (duplicates in files of section making return) and Form 769, daily journal reports to bookkeeper by sections in charge of tax lists on all collections previously assessed (duplicates in files of section making return). Filed chronologically. (Current daily, official.) 8 x 10½ loose-leaf books (27) and bundles (3), 6 ft., on 2 open wooden shelves and on desk. Rs. 528 and 284. (744, 743)

687. DOCUMENT AND REMITTANCE REGISTERS AND RECAPITULATION OF REMITTANCES, 1919 to date. Form 813, document register, daily record of tax returns by list, block, and date; Form 783, remittance registers, a report on remittances by form of payment (cash, money order, local checks); Form 784, recapitulation of remittances (copy retained in this office, the other delivered to bank of deposit). Filed chronologically. (Current daily, official.) 10½ x 14 loose-leaf books (10) and bundles (32), 15 ft. 2 in., in steel counter cabinet, wooden wall cabinet, and vault. Cashier's Office, Rs. 582 and 284-290. (742, 741)

688. MONEY RECEIVED ON UNIDENTIFIED ACCOUNTS, 1919 to date. Memorandum of money received on accounts which have not been identified from the cashier's record, giving name of taxpayer, form of payment, class, and periods of tax; if payer unknown, filed under "miscellaneous" group (prior records destroyed). Arranged alphabetically as far as possible. (Current daily, official.) 3 x 5 cards, 62 ft. 4 in., in 16 boxes on 3 wooden shelves and in 25 drawers of metal card cabinets. Cashier's Office, Rs. 582 and 284-290. (651, 652)

689. SALES CONTROL LEDGER OF STAMPS SOLD, 1928 to date. Daily report on stamp sales and number of stamps on hand, summarized by type (prior records destroyed). Filed chronologically. (Current daily, official.) 14 x 17 bundles (3) and 16 x 24 loose-leaf books (3), 1 ft. 1 in., in wall cabinet, on card cabinet, and on Cashier's desk. Cashier's Office, Rs. 284-290. (751, 752)

690. APPLICATIONS FOR REREGISTRY AND SPECIAL TAX STAMPS, July 1, 1928 to date. Form 678, giving date, name and address of applicant, class of stamp desired, amount of tax, affidavit of applicant with witnesses' names and addresses, signature of applicant, and form of remittance; used in cases where applicant is registered in one or more classes under Act. of Dec. 17, 1914, as amended, and wishes to reregister for ensuing period (prior records destroyed). Filed by account number. Index described in report 653. (Daily, official.) 5 x 8 loose forms, 36 ft., in 11 double steel drawers of filing cases. R. 296. (756)

691. ORDERS FOR DOCUMENTARY, FUTURE DELIVERY REVENUE, SILVER TAX, AND STOCK TRANSFER STAMPS, Jan. 2, 1929 to date. Forms 9, silver; 427, documentary; 743, transfer; and 744, future delivery, giving date, name, registrant's number, number of each denomination of stamp, date of receipt, signature of receiver, and value of stamps sold (prior records destroyed). Filed chronologically. (Current daily, official.) 3½ x 8 bundle, 8 x 11½ folders (6), and 3½ x 8 loose forms, 23 ft. 4 in., in steel wall cabinet and in 8 metal drawers of filing cases. Cashier's Office, Rs. 582, 284-290. (746, 745)

692. REQUISITIONS FOR BLANK ORDER FORMS FOR NARCOTICS, 1929 to date. Form 679, giving name and address of firm or individual, orders issued, numbers issued, date, amount of money remitted, inventory, if any, of unused order forms, classes, and registry number (prior records destroyed). Filed by registry number. Index described in report 653. (Daily, official.) 5 x 8 loose forms, 15 ft., in 5 metal drawers of filing cases. R. 296. (654)

693. NARCOTICS USERS' INVENTORIES, July 1929 to date. Form 713, inventory of all narcotics on hand, submitted by physicians, druggists, dentists, and other authorized users of narcotics, giving name, address, and affidavit of applicant and name, description, and quantity of drug or preparation (prior records destroyed). Filed alphabetically by name of user. (Current daily, official.) 8 x 11½ folders, 20 ft., on card cabinet and in 8 metal drawers of filing cases. Cashier's Office, Rs. 582 and 284-290. (655, 656)

694. RETURNS OF TRANSACTIONS FOR FUTURE DELIVERY, July 1929 to date. Forms 747, monthly returns of all transactions for future delivery of produce, merchandise, or commodity made on an exchange, board of trade, or similar place of business; and Form 748, identical except that they apply to returns of clearing houses and

associations (prior records destroyed). Filed chronologically. (Current daily, official.) 14 x 17 and 24 x 38 bundles (3) and 14 x 17 loose forms, 11 ft. 4 in., in counter cabinet and in vault. Rs. 584 and 284. (757, 758)

695. SPECIAL TAX RETURNS, July 1929 to date. Form 11, for individuals, firms, and corporations engaged in business or occupation upon which there is a special tax, giving name and address of taxpayer, kind of business, name and address of each person interested in the business, corporate name, if any, affidavit of taxpayer and witnesses, method of payment (cash, money order, etc.), and date of receipt by Collector (prior records destroyed). Filed alphabetically by taxpayer's name. Index described in report 755. (Current daily, official.) 5 x 8 bundles (54) and loose sheets, 125 ft. 6 in., in storage vault and 24 metal and 25 wooden drawers of filing cases. Cashier's Office, Rs. 284-290. (754, 753)

696. RULINGS AND TREASURY DECISIONS, 1932 to date. Printed and mimeographed rulings and decisions on distilled spirits, documentary stamps, fermented liquor, firearms, income taxes, narcotics, silver, tobacco, cigars, cigarettes, wines, counterfeits, processing, special boat tax, etc. (file new in 1932). Filed by subject. (Daily, official.) 8 x 10½ sheets, 2 ft. 6 in., in 2 steel filing case drawers. Cashier's Office, Rs. 284-290. (750)

697. SPECIAL TAX RETURNS FOR BOATS, Aug. 15, 1932 - May 11, 1934. Form 732, filed by users of pleasure boats over 28 ft. in length, giving name and address of taxpayer, name of boat, registration number, dimensions, and name and address of builder (tax required 1932 - 1934 only). Filed chronologically. Index described in report 748. (Seldom, official.) 5 x 8 cards, 5 in., in metal filing case drawer. Cashier's Office, Rs. 284-290. (747)

698. BEER STAMP APPLICATIONS, 1934 to date. Form 7, for brewers ordering "barrel" fermented liquor stamps, giving brewer's name, number and denominations of stamps wanted, serial numbers, stamp value, and date of sale; also strip stamps (not required previously). Filed alphabetically by fiscal periods. (Daily, official.) 3½ x 8 cards, 21 ft. 3 in., in 15 metal drawers of filing cases. Cashier's Office, Rs. 284-290. (749)

699. RECORD OF FERMENTED MALT LIQUOR STAMP SALES, 1934 to date. Daily journal of beer stamp sales, giving serial numbers, purchasers, and order numbers as per Form 7. Filed chronologically. (Daily, official.) 14 x 17 loose-leaf books and bundles, 3 in., on steel shelf in vault. Cashier's Office, Rs. 284-290. (650)

Claims Section Records

700. INDEX TO CLAIMS FOR ABATEMENT AND REFUNDING, 1908 - 1920. Record 22: name and address of taxpayer, kind of assessment, amount claimed as uncollectible, amount claimed as erroneous, amount claimed as refund, amount rejected, and reasons for claim; not maintained before or since. Filed alphabetically by taxpayer. (Seldom, official.) 14 x 18 vols. (4), 3½ in., in metal cabinet. Claims Office, Rs. 272-276. (649)

701. INDEX TO ABATEMENT BONDS, 1919 to date. Bonds posted by claimants for abatement of income taxes. Arranged alphabetically. (Seldom, official.) 3 x 5 cards, 6 in., in wooden drawer of card cabinet. Claims Office, Rs. 272-276. (730)

702. INDEX TO ALIEN INCOME TAX RETURNS, 1920 to date. Name, address, port of departure from country, date of departure, country to which alien is going, and whether or not income tax has been paid. Arranged alphabetically. Index described in report 642. (Seldom, official.) 3 x 5 cards, 15 ft., in 15 wooden card cabinet drawers. Claims Office, Rs. 272-276. (643)

703. INDEX TO TAX CLAIMS, 1920 to date. Form 815, identification of account as abatement, credit, refund, redemption of stamp, or uncollectible, with date of receipt of claim, date forwarded to bureau, amount allowed, amount rejected, date, and number of schedule. Filed alphabetically. (Daily, official.) 3 x 5 cards, 90 ft., in 90 wooden card cabinet drawers. Claims Office, Rs. 272-276. (648)

704. INDEX TO TAX ACCOUNTS, CORPORATION, PARTNERSHIP, FIDUCIARY, AND ESTATE, 1930 to date. Name, address, and account number of taxpayer (prior records destroyed). Filed alphabetically. (Seldom, official.) 3 x 5 cards, 30 ft., in 30 wooden card cabinet drawers. R. 272. (647)

705. CORPORATION INCOME TAX RECORD OF DEFUNCT FIRMS, 1913 to date. Form 649, giving name and address of firm, president and treasurer, date and State of incorporation, date of filing of returns, and account number (record began in 1913). Arranged chronologically and alphabetically. (Rarely, official.) 5 x 8 cards, 33 ft., in 30 wooden card cabinet drawers. R. 272. (645)

706. CORPORATION INCOME TAX RECORD OF FIRMS OPERATING, 1913 to date. Form 649, giving name and address of firm, president and treasurer, date and State of incorporation, date of filing of returns, and account number (record began in 1913). Arranged chronologically and alphabetically. (Daily, official.) 5 x 8 cards, 22 ft., in 20 wooden card cabinet drawers. R. 272. (646)

707. ABATEMENT CLAIMS ON MISCELLANEOUS TAXES, 1919 to date. Form 843, giving name, address, and type of business of claimant, with sworn statement of his liability and reasons for claim (record began in 1919; originals sent to Washington). Filed numerically by claim number. (Seldom, official.) 8 x 10½ folders, 6 ft., in 3 metal filing case drawers. Claims Office, Rs. 272-276. (739)

708. SURETY BONDS, AGREEMENTS, AND INCOME TAX BONDS, CANCELLED, 1919 to date. Forms 33, 1129, and mimeographed form 4068; bonds and escrow agreements posted by claimants for abatement of taxes (record began in 1919). Filed alphabetically. (Seldom, official.) 10 x 13 folders, 1 ft., in metal filing case drawer. Claims Office, Rs. 272-276. (729)

709. CLAIMS ADJUSTED IN COLLECTOR'S OFFICE, OLD, 1919 to date. Forms 46, old refund claims; Form 47, old abatement claims; Form 47A, old credit claims; and Form 843, now used for all claims (records began in 1919). Filed by account number. Indexes described in Reports 648 and 649. (Seldom, official.) 8 x 10½ folders, 12 ft., in 6 metal filing case drawers. Claims Office, Rs. 272-276. (727)

710. REFUNDING OF EXCESS COLLECTIONS, INCOME TAX, May 1919 - Nov. 1921. Form 751 (obsolete), Collector's claims for authority to refund excess collections, showing assessment list number, name and address of taxpayer, amount paid, amount due, refundable excess, and check number (record not kept before or since). Filed by account number. (Seldom, official.) 12 x 12 (1) and 12 x 17 (2) loose-leaf books, 5 in., on open metal shelf in vault. R. 272. (736)

711. CORPORATIONS WITHHOLDING TAX, 1920 to date. Form 649, giving names and addresses of firms withholding 2% tax on bonds (record began in 1920). Filed chronologically. (Occasionally, official.) 5 x 8 loose cards, 2 ft., in 2 wooden card cabinet drawers. Claims Office, Rs. 272-276. (725)

712. RECORD OF FORM 22 CLAIMS, 1922 - 1927. Record of abatement, credit, estate tax, prohibition and narcotics, capital stock tax, tobacco tax, and sales tax claims (not kept before or since). Filed alphabetically. (Seldom, official.) 14 x 17 loose-leaf book, ½ in., on metal shelf in vault. Claims Office, Rs. 272-276. (737)

713. NOTICES OF REFUNDS, INCOME AND MISCELLANEOUS, 1922 to date. Form 844, notices of refunds (prior checks issued in Washington). Alphabetical card index to all claims accounts. (Daily, official.) 8 x 10½ folders, 4 ft., in 8 metal filing case drawers. Claims Office, Rs. 272-276. (641)

714. SCHEDULE OF REJECTED CLAIMS, 1922 to date. Form 7800, for miscellaneous and income tax claims (record began in 1922). (Occasionally, official.) 8 x 10½ folders, 1 ft., in metal filing case drawer. Claims Office, Rs. 272-276. (738)

715. SCHEDULE OF REFUNDS AND CREDITS ON ILLEGAL OR ERRONEOUS COLLECTIONS, Mar. 2, 1922 - Jan. 25, 1927. Net amounts refundable, amounts credited, interest, date of final payment, and date of payment by income tax disbursing clerk (not kept before or since). Filed by account number. (Occasionally, official.) 14 x 17 loose-leaf book, 3 in., on metal shelf in vault. Claims Office, Rs. 272-276. (723)

716. SCHEDULE OF OVERASSESSMENTS, INCOME TAX, Apr. 24, 1922 to date. Form 7805, 1922-1926, giving claim number, name, amount of overassessment, reduction of tax liability, amount of abatement, amount of overpayment, credit, and net amount refundable; Form 7920, 1927 to date, giving name, amount of overassessment, reduction of tax liability, amount of abatement, amount refundable, amount credited to other taxes due, interest on refund and credit, and amount paid by refunding clerk (record began in 1922). (Seldom, official.) 14 x 17 loose-leaf books (5), 10½ in., on open shelves in vault. R. 272. (728, 732)

717. SCHEDULE OF REFUNDS, INCOME AND MISCELLANEOUS TAXES, May 14, 1923 - Mar. 4, 1927. Form 7809 (obsolete), giving name and address of taxpayer, amount of assessment, amount refundable, interest, date of final payment against which overassessment was found, and date and number of check in payment (not kept before or since). Filed by account number. (Seldom, official.) 14 x 17 loose-leaf books (2), 3 in., on open metal shelf in vault. R. 272. (735)

718. SCHEDULE OF REFUNDS, 1924. Schedule of refunds resulting from 25% reduction authorized by Act of Congress, giving name, address, account number, amount assessed and paid, amount of refund, payment check number, and date of payment (not kept before or since). Filed by account number in block grouping. (Monthly, official.) 14 x 17 loose-leaf books (2), 8 in., on shelf of steel counter cabinet. R. 582. (722)

719. SCHEDULE OF ASSESSMENTS ABATED AS UNCOLLECTIBLE, Oct. 24, 1924 to date. Form 7831, giving claim number, name, amount allowed as uncollectible, and amount credited (not kept prior to 1924). Filed by account number. (Occasionally, official.) 8 x 10½ loose-leaf book, 2 in., on open shelf in vault. R. 272. (731)

720. CORRESPONDENCE AND RULINGS ON INCOME TAX CLAIMS, 1925 to date. Treasury decisions and correspondence with Washington (records began in 1925). Filed by number of department bulletin. (Daily, official.) 10 x 13 folders, 1 ft. 3 in., in metal filing case drawer. Claims Office, Rs. 272-276. (726)

721. SCHEDULE OF INCOME TAX REFUNDS OF $20 OR LESS, Dec. 22, 1925 to date. Form 7809A, giving account number, name and address of claimant, amount assessed, amount paid, correct tax liability, total refund, and date of payment (file began in 1925; originals sent to Washington). Filed by account number. (Occasionally, official.) 8 x 10½ loose-leaf books (3), 9 in., on open shelf in vault. R. 272. (734)

722. DEPARTMENT LETTERS ON ADDITIONAL ASSESSMENTS, May 1, 1926 to date. Correspondence on corporation and individual income taxes, chiefly carbons of originals sent to taxpayer (file originated in 1925). Filed chronologically. (Frequently, official.) 9 x 12 folders, 4 ft., in 2 metal filing case drawers. Claims Office, Rs. 272-276. (724)

723. SCHEDULE OF REFUNDS OF TAXES ON CIGARS, Aug. 1926 - June 1927. Form 7809-C, giving claim number, claimant, date claim was filed, amount allowed, amount paid by disbursing clerk, and number of cigars of each class on which refund was allowed at rates indicated (record not kept before or since). Filed by accounts. (Occasionally, official.) 14 x 17 loose-leaf book, ½ in., on metal shelf in vault. R. 272. (733)

724. SCHEDULE OF ESTATE TAX OVERASSESSMENTS, ABATEMENTS AND REFUNDS, June 25, 1928 to date. Form 7932, certificates of overassessment, showing taxpayer, amount of reduction of tax liability, amount of abatement, net amount refundable, and amount of checks paid by disbursing agent (record began in 1928). Filed by account number. (Occasionally, official.) 11 x 16 loose-leaf book, 1 in., on metal shelf in vault. Claims Office, Rs. 272-276. (740)

725. ALIEN INCOME TAX RETURNS, 1932 to date. Form 1040-C, filed by aliens leaving U. S. (prior record destroyed). Arranged by account number. Index described in report 643. (Seldom, official.) 9 x 12 folders, 2 ft. 6 in., in 2 metal filing case drawers. Claims Office, Rs. 272-276. (642)

726. STATISTICAL DATA, 1933 to date. List of corporation taxpayers, with amount of taxes paid, listed by cities and counties (record began in 1933). Filed alphabetically by corporation. (Frequently, official.) 8 x 10½ stapled papers, ½ in., in metal filing case drawer. R. 272. (644)

Control Section Records

727. INDEX TO GENERAL INCOME TAX ACCOUNTS, 1917 to date. Names, addresses, and account numbers of taxpayers; master index to all files dealing with any designated account (record began in 1917). (Daily, official.) 3 x 5 cards, 3190 ft., in 923 card cabinet drawers. Rs. 280 and 282. (684, 685)

728. OFFERS IN COMPROMISE, INCOME TAX, 1917 to date. Summary, compiled from Income Tax Ledger Assessment Lists, showing name, address, and account number of taxpayer (record began in 1917). (Daily, official.) 3 x 5 cards, 4 ft., in 2 steel card cabinet drawers. R. 264. (699)

729. RECORD OF WARRANTS FOR DISTRAINT, 1917 to date. Summary, compiled from Income Tax Assessment Lists, showing taxpayer, address, account number, kind of tax, date issued, date received, list number, folio number, and line number (file began in 1917). Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 2 ft., in 2 steel card cabinet drawers. R. 264. (710)

730. INCOME TAX ACCOUNTS ABATED AS UNCOLLECTIBLE, CLOSED, 1919 - 1930. Summary of accounts on which Statute of Limitations has become effective, with date claim was received by Collector, name of taxpayer, and page number in Income Tax Assessment Lists on which full description of accounts can be found (record began in 1919). Filed alphabetically by name of taxpayer. (Rarely, official.) 3 x 5 cards, 2 ft. 6 in., in steel card cabinet drawer. R. 264. (696)

731. ADDITIONAL ASSESSMENT LIST, 1919 to date. Summary, compiled from Income Tax Assessment Lists, covering accounts against which an additional assessment has been made by the Commissioner (record began in 1919). Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 30 ft., in 23 metal card cabinet drawers. R. 282. (683)

732. EXTENSIONS GRANTED IN PAYMENT OF TAX, 1919 to date. Summary, giving name and address of taxpayer and page number in Income Tax Assessment Lists on which full description of accounts appears (record began in 1919). Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 6 in., in steel card cabinet drawer. R. 264. (702)

733. RECORD OF INCOME TAX OFFERS IN COMPROMISE ACCEPTED OR REJECTED, 1919 to date. Summary of offers in compromise accepted or rejected by Commissioner, with name and address of taxpayer and page number in Income Tax Assessment Lists on which full description of accounts may be found (record began in 1919). Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in steel card cabinet drawer. R. 264. (701)

734. INTEREST COMPUTATION ON SPECIAL CASES, 1919 to date. Summary, compiled from Income Tax Assessment Lists, with name and address of taxpayer, account number, and record of interest computation as determined by the Collector (record began in 1919). (Daily, official.) 3 x 5 cards, 12 ft. 6 in., in 5 steel card cabinet drawers. R. 264. (690)

735. TAX TRANSFERS TO OTHER DISTRICTS, 1920 to date. Summary, compiled from Income Tax Assessment Lists, with name, address, and account number of taxpayer. Filed alphabetically by name of taxpayer (record began in 1920). (Daily, official.) 3 x 5 cards, 2 ft., in metal card cabinet drawer. R. 264. (705)

736. INCOME TAX WARRANTS UNPAID, PENDING, 1924 - 1934. Summary, compiled from Income Tax Assessment Lists, of warrants in possession of Field Deputies subject to collection, with name, address, and account number (prior record destroyed). Filed alphabetically by taxpayer. (Daily, official.) 3 x 5 cards, 6 in., in steel filing case drawer. R. 264. (694)

737. TAXES DUE PRIOR TO CURRENT YEAR, 1924 - 1934. Summary, compiled from Income Tax Assessment Lists, with name, address, account number, type of taxes, and amount due (prior record destroyed). Filed alphabetically. (Daily, official.) 3 x 5 cards, 6 in., in metal card cabinet drawer. R. 264. (688)

738. INCOME TAX RETURNS, 1930 - 1931. Form 1040-A, made out by individuals whose income does not exceed $5,000 and is derived chiefly from salaries and wages, with name, address, occupation, amount of income, deductions, computation of tax, and affidavit of individual making return; later records in Audit Section. Filed by account number. Master index described in reports 684 and 685. (Rarely, official.) 8 x 10½ folders and bundles, 89 ft., in metal cabinet and in 21 filing case drawers. Rs. 582 and 280. (770, 771)

739. INCOME TAX ACCOUNTS ABATED AS UNCOLLECTIBLE, CLOSED, 1931 - 1934. Summary, compiled from Income Tax Assessment Lists, of accounts on which taxpayers are to be billed as a last effort to collect taxes prior to effect of Statute of Limitations; as Statute of Limitations becomes effective, these records incorporated in separate file described in Report 696. Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in 2 metal card cabinet drawers. R. 264. (698)

740. INCOME TAX ACCOUNTS ABATED AS UNCOLLECTIBLE, 1931 to date. Summary of accounts on which Statute of Limitations has not become effective, with date claim was received by Collector, name of taxpayer, and page number in Income Tax Assessment List on which full description of accounts can be found. Filed alphabetically by taxpayer. (Seldom, official.) 3 x 5 cards, 1 ft., in steel card cabinet drawer. R. 264. (697)

741. INCOME TAX OFFERS IN COMPROMISE PENDING, 1931 to date. Summary, compiled from Income Tax Assessment Lists, listing date, name and address of taxpayer, and account number (record began in 1931); for closed file, see Report 758. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 in., in metal card cabinet drawer. R. 264. (714)

742. RECORD OF LIVE CAPITAL STOCK ACCOUNTS ABATED AS UNCOLLECTIBLE, 1933 to date. Summary, compiled from Income Tax Assessment Lists, with name, address, and account number of taxpayer (record began in 1933). Filed alphabetically by taxpayer. (Daily, official.) 3 x 5 cards, 1 in., in steel card cabinet drawer. R. 264. (695)

743. CONSOLIDATED BALANCES OF CAPITAL STOCK ACCOUNT, 1933 to date. Summary, compiled from Income Tax Assessment Lists, with name, address, and account number of taxpayer (record began in 1933). (Daily, official.) 3 x 5 cards, 2 in., in steel card cabinet drawer. R. 264. (681)

744. RECORD OF TAX WARRANTS PENDING, 1933 to date. Form 824, summary, compiled from Income Tax Assessment Lists, of accounts on which tax warrants have been issued but held, pending action by Field Deputies, with name, address, and account number of taxpayer (record began in 1933). Filed alphabetically by taxpayer. (Daily, official.) 3 x 5 cards, 1 in., in steel card cabinet. R. 264. (709)

745. UNIDENTIFIED ACCOUNTS, 1933 to date. Summary, compiled from Income Tax Assessment Lists, of money received on unidentified accounts (record began in 1933); duplicates of material described in Report 652. (Daily, official.) 3 x 5 cards, 6 in., in metal card cabinet drawer. R. 264. (689)

746. RECORD OF LIENS ON CAPITAL STOCK, Aug. 1933 to date. Form 824, summary, compiled from Income Tax Assessment Lists, with name and address of taxpayer, account number, and amount of tax liability (record began in 1933). Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 in., in wooden card cabinet drawer. R. 264. (680)

747. INDEX TO TAXPAYERS SUBJECT TO SOCIAL SECURITY ACT, 1935 to date. Filed alphabetically. (Daily, official.) 3 x 5 cards, 10 ft., in 5 double metal card cabinet drawers. R. 280. (692)

748. ASSESSMENT CERTIFICATES, 1909 to date. Form 23-C, recapitulation of tax liabilities against individuals, firms, and corporations and complete history of tax payments or present status of account (record began in 1909; original and first copy forwarded to Commissioner, second to Accounts and Collection Unit in Washington, and third retained; Commissioner returns approved or corrected original, which is filed with third copy). Filed chronologically. (Daily, official.) 11½ x 12 loose-leaf books (3), 9 in., on steel shelf. R. 264. (682)

749. INCOME TAX ASSESSMENT LIST, 1909 to date. Form 23-A, for various classes of personal and corporation incomes, with name and address, old balance, date, account number, debit, credit, and new balance (record began in 1909; copy sent to Washington). Card

summaries of the various classes of accounts are described in Reports 680, 681, 683, 688-690, 694-699, 701, 702, 705, 709, 710, and 714. Filed chronologically. (Daily, official.) 11½ x 12½ vols. (13) and loose-leaf books (134), 42 ft. 6 in., in steel cabinet. R. 264. (703)

750. WARRANTS FOR DISTRAINT, 1917 to date. Form 69, for accounts on which forced collection has been made, showing date, balance forward, charge, last credit, unpaid balance, account number, remarks, and name and address of taxpayer (record began in 1917). Filed alphabetically by taxpayer. (Current daily, official.) 8 x 10½ loose sheets, 17 ft., in 31 steel filing case drawers. Rs. 280 and 264. (707, 708)

751. DIRECTORY OF PERSONS FILING INCOME TAX RETURNS IN MILWAUKEE POSTAL AREA, 1918. Names and addresses (no previous or later record). Arranged alphabetically. (Never.) 8½ x 12½ vol., 2 in., on open wooden shelf. R. 588. (706)

752. PAYMENT SLIPS, DUPLICATES, 1918 to date. Bills received by taxpayers and returned with remittance (prior payments sent to Washington; originals returned to taxpayer as receipt). (Current daily, official.) 3 x 8½ loose slips, 245 ft. 4 in., in 137 drawers of wooden card cabinets and in 20 wooden drawers of filing cases. Rs. 280, and 282, and storeroom of 264. (711-713)

753. DOCUMENT AND REMITTANCE REGISTERS, Feb. 26, 1919 to date. Form 813, document register, a daily record of tax returns; and 783, remittance register, a daily report segregating remittances by form of payment (duplicate retained in Cashier's Section; prior records destroyed). (Current daily, official.) 10½ x 14 loose-leaf books (62), 20 ft. 6 in., in wooden cabinet and on steel filing cases. R. 264. (769)

754. MEMORANDUM FILE, 1924 to date. Bookkeeping memoranda, media for postings, computations, notes, etc., used in adjustment of various cases covered by offers in compromise and accounts on which penalties and excess collections have been adjusted (file began in 1924). Filed chronologically. (Occasionally, official.) 9½ x 12 envelopes, 14 ft., in 7 metal filing case drawers. R. 282. (687)

755. OFFERS IN COMPROMISE, REJECTED, 1924 to date. Rejected by Commissioner (file began in 1924). Filed by account number within block grouping. (Daily, official.) 8½ x 10 loose papers, 2 ft., in metal filing case drawer. R. 282. (700)

756. INCOME TAX ASSESSMENT LIST, COPY, 1925. Name, address, and account number of taxpayer, and audit of income and tax; for publicity purposes (no prior or later record). Filed chronologically. (Seldom, official.) 11½ x 12½ loose-leaf books (20), 4 ft. 6 in., on wooden shelf. R. 588. (704)

757. AUDIT, INCOME TAX, 1928 to date. Reflecting increases on individual income tax returns only over preceding years and giving name, address, and account numbers of taxpayer (record began in 1928). Filed alphabetically by name of taxpayer. (Monthly, official.) 3 x 5 cards, 12 ft., in 6 pasteboard boxes in wooden cabinet. R. 280. (715)

758. OFFERS IN COMPROMISE, 1931 to date. Form 656, offers pending acceptance by Commissioner; when decision is made, filed with regular tax returns if accepted; otherwise, under Offers in Compromise, Rejected. Filed by account number. (Daily, official.) 8½ x 10 loose forms, 4 in., in metal filing case drawer. R. 282. (686)

759. INCOME TAX RETURNS, DUPLICATES, 1935 to date. Individual and corporate (not required prior to 1935). Filed by account number. Master index to all income tax accounts in R. 282. (Daily, official.) 8½ x 10 loose papers, 200 ft., in 100 metal filing case drawers. R. 280. (691)

760. REPORTS OF FIELD AND REVENUE AGENTS ON ADDITIONAL TAXES, OVERASSESSMENTS, AND PENALTIES, 1935 to date. Form 884, referred to this office by Revenue Agent for bookkeeping procedure; sent to Washington when completed. Filed alphabetically by name of taxpayer. (Daily, official.) 8 x 10½ folders, 1 ft., in metal filing case drawer. R. 282. (693)

Field Division Records

761. REAL ESTATE INVESTIGATIONS, 1909 to date. Form 857, record of investigations to determine tax on profits of sales, showing name and address of parties, unit of sale, amount, profit or loss, and remarks (record began in 1909). (Occasionally, official.) 5 x 8 bundles (8) and cards, 7 ft. 6 in., in wooden card cabinet and on floor of vault. R. 210. (636)

762. LAND VALUE INVESTIGATIONS, 1912; 1917; 1922. Form 562, computations of land values by counties in Wisconsin for tax purposes, made at 5 year intervals (no prior or later record). (Seldom, official.) 8 x 10½ bundles (3), 8 in., on floor of vault. R. 210. (637)

763. MONTHLY REPORTS OF FIELD WORKERS, 1913 to date. Forms 797 and 796, recapitulation of work accomplished by each field worker in the District of Wisconsin (prior records destroyed); taken from daily reports described in Report 631. (Frequently, official.) 14 x 18 bundles and post binders, 2 ft. 8 in., on open metal shelves in upper vault and lower vault. R. 210. (632)

764. INCOME TAX FILE, ACTIVE AND INACTIVE, 1925 to date. Showing accounts in hands of each field worker (prior records destroyed). Filed alphabetically by name of field worker. (Daily, official.)

3 x 5 bundles (6) and cards, 43 ft., on steel shelf and in 20 metal card cabinet drawers. R. 210 and Upper Vault. (623)

765. CORRESPONDENCE, 1926 to date. Correspondence with deputies, zone deputies receipts from various departments for cases, special assignment letters, office memoranda, cases returned to deputies, etc. (prior records destroyed). (Current daily, official.) 8 x 11 bundles and 9 x 12 folders, 15 ft. 3 in., on 2 metal shelves and in 9 metal filing case drawers. Vault and R. 210. (624, 625)

766. TEN-DAY LETTERS, AND ASSIGNMENT LETTERS, 1926 to date. Copies of letters emanating from Chief of Field Section, advising delinquents that a period of 10 days will be allowed in which to take the required action; copies of letters sent to Field Deputies, advising that distraint warrants have been issued and assigning cases therein ten-day letters have failed of their purpose (prior records destroyed). Ten-day letters filed by names of individuals involved; assignment letters by names of Field Deputies. (Daily, official.) 8½ x 11½ loose papers, 1 ft. 6 in., in 2 metal filing case drawers. R. 210. (622)

767. FIELD DEPUTY INVESTIGATIONS, 1926 to date. Forms 794, 807, 863, 886A, 886J, 886P, 904, 1040A, 1281, and 1287 (prior records destroyed). Arranged alphabetically. (Current daily, official.) 9 x 12 bundles and 8 x 10 loose papers, 178 ft., on 5 metal shelves and in 60 metal filing case drawers. Vault and R. 210. (629, 630)

768. RECEIPTS TO TAXPAYERS, 1926 to date. Duplicates of Form 809, receipts issued by Field Deputies to taxpayers. "Current" filed under names of Field Deputies, "closed" in paper packages in vault. (Daily, official.) 15 x 18 packages and 4 x 8 loose papers, 4 ft., on metal shelf in vault and in 6 metal filing case drawers. R. 210 and vault. (633)

769. RECORD OF WARRANTS FOR DISTRAINT, CLOSED, 1926 to date. Form 824, record of paid warrants; record prior to 1926 in Control Section, described in Report 709. Filed alphabetically by taxpayer. (Frequently, official.) 3 x 5 cards, 4 ft., in 6 wooden card cabinet drawers. R. 210. (634)

770. FIELD WORKERS' DAILY REPORTS, 1928 to date. Date, place, amount of work accomplished, and information as to where field worker may be reached for next three days (prior record destroyed); contents transferred to monthly reports, see Report 632. (Frequently, official.) 8 x 10 folders and bundles, 52 ft. 2 in., in 8 metal filing case drawers and on 2 open metal shelves. R. 210. (631)

771. AUTOMOBILE DEALER'S STOCK COVERED BY MANUFACTURER'S FLOOR TAX, CLOSED, May 29 - Dec. 31, 1928. Forms 1187 and 887, indicating name and address of dealer, type of car, make, and numbers (no prior

or later record). (Seldom, official.) 8 x 10½ bundles, 1 ft., on floor of vault. R. 210. (635)

772. INTERDEPARTMENTAL CORRESPONDENCE, 1929 to date. Copies and originals of miscellaneous correspondence between Chief of Field Section and other Internal Revenue units (prior records destroyed). (Frequently, official.) 9 x 12 folders and bundles, 4 ft., in 2 metal filing case drawers and on metal shelf. R. 210 and vault. (626)

773. INFORMATION RETURNS, "OBSOLETE", 1932 - 1934. Form 1099, reports by employers on earned income of employees (prior record destroyed); 1935 records described on Report 766 are being sorted in Income Tax Audit Section preliminary to being filed with earlier records. (Seldom, official.) 4 x 8 bundles, 1 ft. 4 in., on open metal shelf in vault. R. 210. (627)

774. STRIP STAMP SALES ON LIQUOR, Apr. 1 - May 2, 1934. Documents incident to one month drive for purpose of selling strip stamps to be placed on liquor illegally held by retail dealers; owners of such liquor not prosecuted, but sale of such liquor placed on legal basis by application of strip stamps to containers (no prior or later record). Filed by counties and wards. (Rarely, official.) 9 x 12 bundles, 14 ft., on metal shelf in vault. R. 210. (628)

Income Tax Audit Section Records

775. INDEX TO CORRESPONDENCE ON TAXES DUE, 1933 - 1934. Name, address, and account number of taxpayer, with status of correspondence on 1040A returns (prior record destroyed); correspondence to which this is an index remains attached to returns filed as described in Reports 735, 736, 744, and 775. Filed by account number in "block". (Daily, official.) 3 x 5 cards, 12 ft., in 11 metal card cabinet drawers. R. 228. (665)

776. MONTHLY LIST OF CONSCIENCE MONEY, ETC., 2D WISCONSIN DISTRICT, Jan. 1871 - June 1910. Forms 23A, 23, 23½, 58, 109, and 118, lists of payers of unassessed penalties, "conscience money", bonded accounts deficiencies, fines, penalties, and forfeitures. Filed chronologically. (Never.) Variously sized vols. (35-sic), 1 ft. 6 in., on wooden shelf. R. 588. (759)

777. DEPARTMENT RULINGS, Feb. 14, 1922 to date. Rulings on specific income tax cases submitted to Washington. Filed chronologically. (Frequently, official.) 8 x 10½ loose-leaf books (2), 2 in., in desk drawer. R. 228. (678)

778. BLOCK RECORD, 1925 to date. Form 2115, year to year audit, showing name, block number, date block was received from control section, date returned to control section, number of cases in block accepted and those in which changes were made in preliminary audit,

and number of total returns in block (record began in 1925). Filed chronologically. (Current daily, official.) 8 x 10½ vols. (3), 1 ft. 6 in., in steel filing case drawer. R. 228. (670)

779. STOCK AND BOND LOSSES (March 1st, 1913), VALUES, REORGANIZATIONS, EXEMPT STATE AND COUNTY EMPLOYEES, ASYLUM EMPLOYEES, ETC., 1925 to date. File began in 1925. Arranged alphabetically. (Daily, official.) Letters and 3 x 5 and 5 x 8 cards in 9 x 12 folders, 2 ft., in steel filing case drawer. R. 226. (679)

780. RECORD OF FIELD INVESTIGATIONS, CLOSED, 1925 to date. Record of closed income tax accounts forwarded by Chief Field Deputy for field investigation, with name and address of taxpayer, account number, date received, date forwarded to Chief Field Deputy, and recommended correct tax liability; also Form 910 and preliminary audit memos (record began in 1925). (Occasionally, official.) 5 x 8 cards, 52 ft., in 14 metal filing case drawers. R. 270. (667)

781. FISCAL PRIVILEGES, 1925 to date. Cumulative list of partnerships, individuals, and fiduciaries permitted to file income tax returns on a fiscal year basis (file began in 1925). Filed alphabetically. (Annually, official.) 3 x 5 cards, 6 in., in metal card cabinet drawer. R. 228. (663)

782. LIST OF TAXES INCREASED, 1925 to date. Form 2115, giving name of taxpayer, account number, amount of increased taxes, and method of payment; summarized on Reports to Commissioner described in Report 669. (Current daily, official.) 8 x 10½ vols. (4), 2 in., in steel filing case drawer. R. 228. (668)

783. RECORD OF AUDITS, 1925 to date. Mimeographed Forms 863 and 999, indicating corrections on returns on which additional assessments are to be made, name and address of taxpayer, and increase or decrease of tax liability (record began in 1925). (Current daily, official.) 8 x 10½ folders, 8 ft., in 4 steel filing case drawers. Rs. 270 and 228. (672, 673)

784. REPORT ON AUDIT OF INCOME TAX RETURNS, 1925 to date. Periodical report on preliminary audit of Form 1040, returns on incomes of $5000 and over, Form 1040A, returns on incomes of less than $5000, and Form 1120, corporation income and excess profits returns (record began in 1925). (Occasionally, official.) 9 x 12 folders, 1 ft., in steel filing case drawer. R. 228. (669)

785. RECORD OF INDIVIDUAL INCOME TAXPAYERS, 1926 - 1931. Form 649A, consolidated list of individuals filing income tax returns on Form 1040, giving name, address, account number, and various tax data (prior record destroyed; no later record). (Seldom, official.) 5 x 8 cards, 4 ft. 8 in., in 14 double steel filing case drawers. R. 582. (760)

786. RECEIPTED TRANSFERS OF TAX RETURNS, 1929 to date. Acknowledgements of receipt of tax returns by Commissioner and Chief of Field Division (record began in 1929). Filed chronologically. (Monthly, official.) 8 x 10½ folders, 4 ft., in metal filing case drawer. R. 270. (767)

787. RECORD OF FIELD INVESTIGATIONS, 1931 to date. Record of Form 1040A, forwarded for field investigation, with name and address and taxpayer, account number, date received, date forwarded to Chief Field Deputy, original tax, increase, decrease, and correct tax liability recommended (prior to 1931 included in closed file described in report 667 which also runs concurrently with this file). Filed chronologically and alphabetically. (Daily, official.) 5 x 8 cards, 8 in., in 2 metal card cabinet drawers. R. 228. (666)

788. INCOME TAX RETURNS, INDIVIDUAL, 1932 to date. Form 1040A, made out by individuals whose income does not exceed $5000 and is derived chiefly from salaries and wages; indicates name, address, occupation, amount of income, deductions, computation of tax, and affidavit of individual making return; prior records in Control Section. Filed by account number. Master index to all income tax accounts described in reports 684 and 685. (Recent occasionally, official.) 8 x 10½ folders, 82 ft., in 44 metal filing case drawers. Rs. 270 and 228. (772, 773)

789. BOND OWNERSHIP CERTIFICATES, 1932 to date. Form 1000, made out by individual, fiduciary, or partnership for interest on bonds of a domestic or resident corporation, with name and address of owner, trustee, or agent, debtor corporation, name of bond, interest due, date of payment of interest, and amount of interest received (prior records destroyed). Filed alphabetically by taxpayer. (Daily, official.) 3½ x 8 loose forms, 110 ft., in 28 metal filing case drawers. Rs. 272 and 228. (765, 764, 763)

790. SUPPLEMENTAL (DELINQUENT) RETURNS, 1932 to date. Form 1040A, filed after close of regular return period (prior records destroyed). Filed by account number. (Current daily, official.) 8 x 10½ folders and loose forms, 15 ft., in 8 metal filing case drawers. Rs. 270 and 228. (676, 677)

791. FIDUCIARY FILE, 1932 to date. Returns filed by estates and trusts, showing distribution of income to beneficiaries (prior records destroyed). Filed alphabetically by name of estate. Index to fiduciary and partnership files described in report 647. Master index to all income tax accounts described in reports 684 and 685. (Current daily, official.) 8 x 10½ folders, 14 ft., in 7 metal filing case drawers. Rs. 270 and 228. (660, 659, 658)

792. NONTAXABLE RETURNS, 1932 to date. Form 1040A on which no taxes are due and on which investigations have been completed (prior records destroyed). (Current daily, official.) 8 x 10½ folders, 114 ft., in 66 metal filing case drawers. Rs. 270 and 228. (675, 674)

793. POWERS OF ATTORNEY, 1932 to date. List of taxpayers leaving town and conferring power of attorney on an individual to act for therm in income tax matters with Audit Section (record began in 1932). Filed alphabetically. (Daily, official.) 3 x 5 cards, ½ in., in metal card cabinet drawer. R. 228. (761)

794. INCOME TAX RETURNS, FIELD CASES ON WHICH 30 DAY LETTER HAS BEEN WRITTEN, 1933 - 1934. Form 1040A, held because of nonpayment of taxes, on which investigation has been made by Field Deputies and on which Letters of Collection have been written. Filed by account number. (Daily, official.) 8 x 10½ folders, 2 in., in metal filing case drawer. R. 228. (664)

795. EXCESS PROFITS LIABILITY, PRELIMINARY AUDIT, 1933 - 1935. Income and excess profits records: account number, name, year, and amount of tax (prior records destroyed); made up in Income Tax Audit Section and sent to bookkeeper of Administrative Section. Filed chronologically. (Seldom, official.) 5 x 8 bundles, 1 ft., on wooden shelf. R. 582. (762)

796. ANNUAL INFORMATION RETURNS, DUPLICATES, 1933 to date. Form 1096, showing returns filed on Form 1099 (prior records destroyed; original used as letter of transmittal when forwarding Form 1099 to Commissioner). Filed chronologically. (Never.) 3½ x 8 bundles (15), 3 ft., on steel shelf. R. 582. (768)

797. BANKS CLOSED AND CHANGES IN BANKS, 1933 to date. Record of names, addresses, bank code number, and financial status of banks; prepared from list of closed banks and changes in status of banks submitted by Wisconsin Tax Commission and State of Wisconsin Banking Department. (Daily, official.) 3 x 5 cards, 6 in., in steel drawer of card cabinet. R. 228. (661)

798. TAXPAYERS ADVISED TO KEEP RECORDS, 1933 to date. List of names, addresses, and account numbers of taxpayers who have been advised to keep records of their income in order to render more accurate returns (record began in 1933). Filed alphabetically. (Daily, official.) 3 x 5 cards, 4½ in., in steel filing case drawer. R. 228. (671)

799. INCOME TAX SUSPENSE FILE, 1934 to date. Form 1040A, on settlement; returns incorporated in files covering mode of settlement involved. Filed according to block number grouping and divided by file separators. Master index to all income tax accounts described in reports 684 and 685. (Daily, official.) 8 x 10½ folders, 2 ft. 4 in., in 2 metal filing case drawers. R. 228. (662)

800. INFORMATION RETURNS, 1935. Form 1099, giving name, address, and marital status of taxpayer, kind and amount of income tax on salaries and wages, interest on notes, mortgages, and dividends paid by taxpayer; to be transferred to file in local

Field Section after being sorted. (Seldom, official.) 3½ x 8 bundles, 45 ft., on table. R. 272. (766)

801. REQUESTS FOR RULINGS ON SPECIAL CASES, 1935. Copies of letters to Washington requesting rulings for procedure in specific cases. Filed chronologically. (Frequently, official.) 8 x 10½ folders, 4 in., in metal filing case drawers. R. 270. (657)

802. DAILY RECORD OF COMPTOMETER OPERATOR'S WORK, Jan. 1936 to date. Daily tabulation, with operator's name, date, serial number of tax returns used, number of returns completed, and time consumed (file began in 1936). (Frequently, official.) 3 x 5 cards, 10 in., in wooden card index box. R. 228. (716)

Miscellaneous Tax Division Records

803. INDEX TO ESTATE TAX RETURNS, 1916 to date. Name, address, date, amount, and account number (record began in 1916); index to material described in Reports 565 and 566. Filed by account number. (Daily, official.) 3 x 5 cards, 5 ft. 8 in., in 2 metal filing case drawers. R. 226. (564)

804. INDEX TO WARRANTS FOR DISTRAINT, 1930 to date. Name, address, dates, and kind of tax; each card has number corresponding to number on folders containing warrants and correspondence on cases covered in Reports 590 and 591. (Current daily, official.) 3 x 5 cards, 2 ft. 10 in., in 2 drawers of oak card cabinet. R. 226. (589)

805. SUMMARY OF SALES TAX RETURNS, June 1932 to date. Complete columnar record of all returns filed under 1932 Sales Tax Act, showing date, name of taxpayer, kind of business, and monthly tax payments (record began in 1932). Filed chronologically. (Daily, official.) 5 x 8 cards, 12 ft., in 13 metal card cabinet drawers. R. 228. (546)

806. ASSESSMENT LIST, MISCELLANEOUS, 1st DISTRICT OF WISCONSIN, July 1878 to date. Forms 23A, 23C, and 23D; record of taxes listed for assessment not fully paid in advance, with name and address, old balance, date, debit, credit, and new balance (23A sent to Commissioner in Washington, along with 23C, assessment certificate, and returned to Collector with 23D, statement of differences). Filed chronologically. (Current daily, official.) Variously sized vols. (23) and loose-leaf books (75), 60 ft. 8 in., on shelves and in wooden cabinet. Rs. 588, 582, and 226. (718, 717, 587)

807. ESTATE TAX RETURNS, CLOSED, 1916 to date. Forms 704 and 706, preliminary notice of estate of resident, preliminary notice of estate of nonresident, returns for estate tax, and reports on investigation of estates by revenue agents (record began in 1916). Index described in report 564. (Daily, official.) 8 x 10 envelopes, 62 ft., in 31 metal filing case drawers. R. 222. (566)

808. SALES TAX JOURNAL, MISCELLANEOUS, 1920 to date. Report on collection of items previously assessed, from each division in charge of Tax lists to bookkeeper (prior records destroyed). (Current daily, official.) 8 x 10½ bundles and 12½ x 15 post binders (4), 2 ft. 1 in., on wooden shelf under counter and in 2 metal filing case drawers. Rs. 582 and 228. (540, 541)

809. WARRANTS FOR DISTRAINT AND OFFERS IN COMPROMISE, 1920 - 1930. (Rarely, official.) 9 x 12 folders wrapped in bundles, 9 ft. 2 in., on 2 wooden shelves. R. 588. (588)

810. CLAIMS CLOSED, 1925 to date. Form 815, record of assessments abated as uncollectible or erroneous (prior records destroyed). Filed alphabetically by name of taxpayer. (Daily, official.) 3 x 5 slips, 1 ft. 2 in., in 2 metal drawers of card cabinet. R. 226. (586)

811. PROHIBITION AND NARCOTIC JOURNALS, June 1, 1926 - June 1928. Forms 769 and 767, reports by each division in charge of tax lists on collection of items previously assessed (no prior or later record kept). (Never.) 8 x 10½ bundle, 2 in., on wooden shelf under counter. R. 582. (542)

812. MONTHLY REPORT OF SALES OF SEIZED PERSONAL PROPERTY AND OF SEIZED PERSONAL PROPERTY ON HAND, 1927 to date. Form 209, giving name, address, dates, description of property, name and address of purchaser, gross proceeds of sale, penalty, and interest; Form 210, giving reasons for seizure and property being held, storage location, and storage rate (prior records destroyed). Filed chronologically. (Never.) 3½ x 8 folded papers, 6 in., in metal filing case drawer. R. 226. (597)

813. ORDERS FOR CIGAR STAMPS, 1928 to date. Name, address, denomination, class, and amount of stamp order (prior records destroyed). Filed alphabetically by manufacturers' names. (Daily, official.) 3½ x 8 bundles, 5 ft. 2 in., in 2 metal filing case drawers. R. 226. (574)

814. PERMITS FOR REMOVAL OF STILLS, 1928 to date. Form 110, signed by Collector, on written application by manufacturer, with related correspondence, registry of still, and record of rectified spirits (prior records sent to Prohibition Office, Chicago). Filed alphabetically by permittee. (Monthly, official.) 8 x 10 folders, 5 in., in metal filing case drawer. R. 226. (719)

815. ORDERS FOR TOBACCO AND SNUFF STAMPS, 1928 to date. From manufacturers, showing name, address, denomination and number of stamps, and factory number (prior records destroyed). Filed by factory number. (Daily, official.) 3½ x 8 loose papers, 5 in., in metal drawer of filing case. R. 226. (573)

816. ESTATE TAX RETURNS, June 1928 to date. Forms 704 and 706, preliminary notice of estate of resident, preliminary notice of estate of nonresident, returns for Federal estate tax, and reports of investigations of estates; as cases are closed, they are transferred to file described in report 566. Index described in serial report 564. (Daily, official.) 8 x 10 folders, 4 ft. 2 in., in 3 metal filing case drawers. R. 226. (565)

817. BONDS FOR CLOSED CIGAR FACTORIES, 1929 to date. Prior records destroyed. Filed alphabetically by manufacturers' names. (Never.) 8 x 10 folders, 2 ft. 4 in., in metal filing case drawer. R. 226. (576)

818. DOCUMENT AND REMITTANCE REGISTERS, 1929 to date. Document register, a daily record of tax returns segregated by assessment lists; remittance register, a daily record of amounts reported under the various tax lists (prior records destroyed). (Current daily, official.) 10½ x 14 bundles (3) and 11½ x 15 post binders (2), 10 in., on wooden shelf and in metal filing case drawer. Rs. 582 and 228. (544, 543)

819. RECORD OF CIGAR MANUFACTURERS AND ABSTRACT OF INVENTORIES AND RETURNS, 1929 to date. Name, address, date, factory number, material purchased, material removed under permit, number of cigars on hand at beginning of year, number manufactured during year, deficiencies, and proposed assessments (prior record destroyed). Filed by factory numbers. (Daily, official.) 9 x 10 loose-leaf books, 1 ft., in wooden cabinet. R. 226. (578)

820. RECORD OF TOBACCO MANUFACTURERS AND ABSTRACT OF THEIR INVENTORIES AND RETURNS, 1929 to date. Name, address, factory, number, materials received and on hand, materials removed under permit, production account, and stamp account (prior record destroyed). Filed by factory numbers. (Daily, official.) 9 x 10 loose-leaf books, 5½ in., in metal filing case drawer. R. 226. (579)

821. STATEMENTS AND BONDS OF DEALER IN LEAF TOBACCO, 1929 to date. Statements before going into business and when changes are made in places of storage and bonds executed before commencing business and for increased liability (prior records destroyed). Filed alphabetically by name of dealer. (Daily, official.) 8 x 10 folders, 2 ft. 2 in., in metal filing case drawer. R. 226. (575)

822. TAX DELINQUENCY REPORT, 1929 to date. Report on all cases of tax delinquency or additional taxes, attached to all delinquent or amended returns (prior records destroyed). Filed alphabetically by names of delinquents. (Daily, official.) 8 x 10 folders, 2 ft., in metal filing case drawer. R. 226. (582)

823. RECORD OF ACCEPTED AND REJECTED OFFERS IN COMPROMISE, 1930 to date. Name, address, case number, and offers on liquor cases. (Daily, official.) 3 x 5 cards, 6 ft., in 2 oak card cabinet drawers. R. 226. (593)

824. RECORD OF DISTILLED SPIRITS AND MISCELLANEOUS ACCOUNTS, CLOSED, 1930 to date. Account number, name, address, date, and amount of account (record began in 1930). Filed alphabetically by names of persons having accounts. (Monthly, official.) 3 x 5 cards, 2 ft., in metal drawer of card cabinet. R. 226. (580)

825. WARRANTS FOR DISTRAINT, 1930 to date. Warrants and correspondence pertaining to each particular case. Filed by numbers corresponding to number on index cards. Master index described in serial report 589. (Current daily, official.) 8 x 10 folders, 5 ft. 8 in., in 3 metal filing case drawers. R. 226. (590)

826. STATEMENTS AND BONDS OF CIGAR MANUFACTURERS, 1931 to date. Statements rendered before commencing business and in case of removal of factory, with bonds signed, sealed, and delivered in presence of witnesses, and affidavits of individual surety on bonds. Filed by manufacturers' names. (Daily, official.) 8 x 10 folders, 3 ft. 2 in., in 4 metal filing case drawers. R. 226. (577)

827. ADMISSIONS AND DUES, CLOSED, 1932 to date. Returns by individual or organization receiving payment for admission or dues by club having taxable members; tax paid by individual paying the admission fees or dues (record began in 1932). Filed alphabetically by name of taxpayer. (Seldom, official.) $3\frac{1}{2}$ x 8 loose papers, 3 ft. 1 in., in 2 metal filing case drawers. R. 228. (553)

828. ADMISSIONS AND DUES, 1932 to date. Returns by individual or organization receiving payment for admissions or dues or by club having taxable members; tax paid by individual paying the admission fees or dues. Filed alphabetically by name of taxpayer. (Daily, official.) $3\frac{1}{2}$ x 8 loose papers, 7 ft. 6 in., in 2 metal filing case drawers. R. 288. (554)

829. CONSOLIDATED WARRANTS FOR DISTRAINT, 1932 to date. Pending cases, involving more than one person, where one of parties has not been subject to action. Master index described in report 589. (Weekly, official.) 8 x 10 folders, 1 ft. 10 in., in metal filing case drawer. R. 226. (591)

830. CURRENT MISCELLANEOUS FILE, 1932 to date. Pending offers in compromise, correspondence with Washington and taxpayers, miscellaneous and special remittance lists, and current month assessment lists; as matters are closed, records are transferred to other files. Filed alphabetically. (Daily, official.) 8 x 10 folders, 2 ft. 3 in., in 2 metal filing case drawers. R. 226. (583)

831. GIFT TAX RETURNS, 1932 to date. For gifts exceeding $5,000 to any one person during calendar year and for gifts of future interest, regardless of value (record began in 1932). Filed alphabetically by name of taxpayer. (Weekly, official.) 8½ x 11 folders, 2 ft. 11 in., in 2 metal filing case drawers. R. 226. (569)

832. MISCELLANEOUS MONTHLY REPORTS, 1932 to date. Trial balance of assessment lists, record of certificates of deposit in connection with court fines and sales of seized property, records of payments made on previous monthly lists, etc. (record began in 1932). Filed chronologically. (Weekly, official.) 8½ x 11 folders, 8 in., in metal filing case drawer. R. 226. (585)

833. RECORD OF OUTSTANDING BALANCES ON DISTILLED SPIRITS AND MISCELLANEOUS ACCOUNTS, 1932 to date. Account number, name and address, date, and amount. Filed alphabetically by names of persons having accounts. (Daily, official.) 3 x 5 cards, 1 ft. 2 in., in metal card cabinet drawer. R. 226. (581)

834. SAFETY DEPOSIT BOX RETURNS, CLOSED, 1932 to date. For taxes on leases of safety deposit boxes, checks, drafts, and money orders and returns by those collecting payment for lease or performing services as drawee of check; taxes paid by lessee or drawer (record began in 1932). Filed alphabetically by name of taxpayer. (Seldom, official.) 3½ x 8 loose papers, 5 ft. 11 in., in 2 metal filing case drawers. R. 228. (551)

835. SAFETY DEPOSIT BOX RETURNS, 1932 to date. For taxes on leases of safety deposit boxes, checks, drafts, and money orders and returns by those collecting payment for lease or performing services as drawee of checks; taxes paid by lessee or drawer. Filed alphabetically by name of taxpayer. (Daily, official.) 3½ x 8 loose papers, 22 ft. 3 in., in 6 metal filing case drawers. R. 228. (552)

836. WARRANTS FOR DISTRAINT, 1932 to date. Form 824, record of warrants in the field and warrants pending action in Washington and in office before going to Washington. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of oak card cabinet. R. 226. (592)

837. FIELD DEPUTIES' REPORTS ON DESTRUCTION OF WORT, June 1932 - May 1934. Certifying the witnessing of the destruction of wort in accordance with the law (no record kept before or since). (Infrequently, official.) 9 x 12 folders, 2 in., in metal filing case drawer. R. 228. (556)

838. APPLICATIONS FOR REGISTRY, SOFT DRINKS, June 1932 to date. From each manufacturer, producer, or importer of soft drinks (record began in 1932); if approved, certificates issued, and applications stamped with certificate numbers. Filed alphabetic-

ally by names of applicants. (Frequently, official.) 5 x 8 cards, 8 in., in 2 metal card cabinet drawers. R. 228. (560)

839. APPLICATIONS FOR REGISTRY, THEATRES AND DANCE HALLS, June 1932 to date. From those required to collect tax on admissions (record began in 1932); if approved, certificates issued, and applications stamped with certificate numbers. Filed alphabetically by names of applicants. (Frequently, official.) 5 x 8 cards, 5 in., in metal drawer of card cabinet. R. 228. (559)

840. MANUFACTURER'S EXCISE TAX, CLOSED, June 1932 to date. Monthly returns on gasoline, oil, malt, wort, matches, grape products, electricity (telephone and telegraph), furs, jewelry, parts and accessories, toilet preparations, and soft drinks (record began in 1932), with remittances. Filed alphabetically by name of taxpayer. Card summary file described in report 546. (Monthly, official.) $3\frac{1}{2}$ x 8 loose papers, 52 ft. 3 in., in 14 metal filing case drawers. R. 228. (550)

841. MANUFACTURER'S EXCISE TAX, June 31, 1932 to date. Monthly returns on products mentioned in preceding report, with remittances; as cases are completed, they are transferred to closed file described in Report 550. Filed alphabetically by name of taxpayer. Card summary file described in serial report 546. (Daily, official.) $3\frac{1}{2}$ x 8 loose papers, 36 ft. 2 in., in 10 metal filing case drawers. R. 228. (549)

842. CREDIT SCHEDULES TOO LARGE TO BE ATTACHED TO RETURNS, DUPLICATES, July 1932 to date. Credits allowable under the Sales Tax Act (record began in 1932). Filed chronologically and alphabetically by months and by names of taxpayers. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in metal filing case drawer. R. 228. (562)

843. SALES TAX, NONTAXABLE RETURNS, July 1932 to date. Filed by individuals, firms, partnerships, and corporations under the Sales Tax Act of 1932; no tax is due (originals and duplicates; record began in 1932). Filed chronologically and alphabetically. (Occasionally, official.) 9 x 12 folders, 1 ft. 8 in., in metal filing case drawer. R. 228. (548)

844. SALES TAX MONTHLY REPORT, DUPLICATE, July 1932 to date. Record of the number of taxable and nontaxable returns filed (record began in 1932). Filed chronologically. (Frequently, official.) 3 x 5 cards, 6 in., in metal drawer of card cabinet. R. 228. (563)

845. APPLICATIONS FOR REGISTRY, JEWELRY, Sept. 1932 to date. Filed by manufacturers or producers of taxable jewelry desiring to purchase taxable articles, tax free, for further manufacture of taxable articles (record began in 1932); if approved, certificates issued, and applications stamped with certificate

numbers. Filed alphabetically by names of applicants. (Frequently, official.) 5 x 8 cards, 5 in., in metal drawer of card cabinet. R. 228. (558)

846. APPLICATIONS FOR REGISTRY, RESALE OF ELECTRICAL ENERGY, Sept. 1932 to date. Filed by individuals purchasing electrical energy for resale (record began in 1932); if approved, certificates issued, and applications stamped with certificate numbers. Filed alphabetically by name of applicant. (Frequently, official.) 5 x 8 cards, 7 in., in metal drawer of card cabinet. R. 228. (557)

847. RECORD OF CAPITAL STOCK TAX RETURNS, 1935 to date. Name, address, date of organization, State in which organized, type of organization (and on later cards) returns due, extensions granted, returns filed, taxes due, offers in compromise (record began in 1933); returns up to 1936 have gone to Washington, but from 1936 on, copies are to be filed in Milwaukee. Filed alphabetically by taxpayers' names and chronologically. (Daily, official.) 3 x 5 and 5 x 8 cards, 4 ft. 2 in., in 5 metal drawers of card cabinet and 10 metal filing case drawers. R. 226. (567, 568)

848. WARRANTS FOR DISTRAINT, MISCELLANEOUS TAX, July 1933 to date. Form 69, originating under Miscellaneous (Sales) Tax Unit, issued in accordance with routine, ten days from date of issuance of notice and demand for tax due (record began in 1933). (Frequently, official.) 9 x 12 folders, 3 ft., in 2 metal filing case drawers. R. 228. (561)

849. RECORD OF RETURNS OF GOLD, Sept. 1933. Record of Form TG-1, giving name, address, and occupation of person making return, and kind and amount of gold returned (record began in 1933; returns sent to Washington). Filed alphabetically. (Monthly, official.) 3 x 5 cards, 8 in., in metal drawer of card cabinet. R. 226. (571)

850. TAXABLE RETURNS, FLOOR STOCK TAX ON DISTILLED SPIRITS, 1934. Form 758; tax in force for 1934 only (duplicates). Filed alphabetically by names of those filing returns. (Frequently, official.) 9 x 12 folders, 8 ft. 4 in., in 5 metal filing case drawers. R. 228. (547)

851. CORPORATION TAX RECORD, 1934 to date. Name and address of corporation, kind of business, State in which organized, date of organization, extensions granted, returns filed, and offers in compromise received (record began in 1934; returns sent to Washington). Filed alphabetically by name of corporation. (Seldom, official.) 5 x 8 cards, 1 ft. 4 in., in 2 metal drawers of filing case. R. 226. (572)

852. PAYMENT SLIPS, 1934 to date. Forms 1123, 17, 17A, and 21, notice and demand for taxes assessed, issued immediately upon receipt of assessment lists; pertaining to distilled spirits and narcotics (prior records destroyed); if presented at time payment is tendered and stamped "Paid", notice becomes receipt. (Current frequently, official.) 3 x 11 bundles and papers, 4 ft. 2 in., on wooden shelf and in 3 metal filing case drawers. Rs. 582, 228, and 226. (594 - 596)

853. PROCESSING TAX ON CERTAIN OILS, 1934 to date. Tax on the first domestic processing or first use of cocoanut oil, sesame oil, palm oil, palm kernel oil, sunflower oil, or any combination or mixture containing a substantial quantity of any one or more of such oils (record began in 1934). (Daily, official.) 3½ x 8 loose papers, 4 in., in metal filing case drawer. R. 226. (555)

854. RECTIFIERS' NOTICES OF COMPLETION AND RETURN OF SPIRITS, Oct. 1934 to date. Form 237, giving serial number of packages or bottling tank, gross, tare, and net weight, wine gallon, proof gallon, and serial number of rectifier's stamp (record began in 1934). Filed chronologically. (Current daily, official.) 4 x 10½ bundle and 8 x 11 loose forms, 1 ft. 7 in., on wooden shelf under counter and in metal filing case drawer. Rs. 582 and 226. (720, 721)

855. SILVER TAX RECORD, 1934 to date. Account number, name, address, date, and amount of tax (record began in 1934; returns sent to Washington). Filed alphabetically by name of person filing return. (Never.) 3 x 5 cards, ¼ in., in metal drawer of card cabinet. R. 226. (570)

856. TAX LIENS AND CASE REPORTS, 1934 to date. Liens for violations of liquor laws and case reports on violations. Filed alphabetically. (Daily, official.) 8 x 10 folders, 2 ft. 7 in., in 2 metal filing case drawers. R. 226. (584)

Processing Tax Division Records

857. INDEX TO FLOOR STOCK TAX RETURNS, July 1933 - Jan. 1936. Index to records listed on Reports 601, 602, 613, and 614, showing name, address, date, and number corresponding to number on tax returns. (Daily, official.) 3 x 5 cards, 14 ft. 3 in., in 12 metal card cabinet drawers. R. 222. (605)

858. MASTER INDEX TO MONTHLY PROCESSING TAX RETURNS, July 1933 - Jan. 1936. Index to records listed on Reports 615-621, showing name of taxpayers and serial number of each monthly return filed. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft. 4 in., in 6 drawers of double-section card cabinet. R. 222. (614)

859. ADJUSTED CLAIMS, CLOSED, July 1933 - Jan. 1936. Correspondence, affidavits, and reports on claims for processing tax refunds. 3 x 5 card index, 2 ft. in 4 wooden card cabinet drawers. (Never.) 9 x 12 covers, 8 ft., in 3 metal filing case drawers. R. 222. (607)

860. PRODUCERS' AFFIDAVITS OR CERTIFICATES, July 1933 - Jan. 1936. Form 29, giving date, pounds of commodity delivered, pounds of article received, processor, and location of plant; one copy retained on premises where processing takes place, the other filed with exemption claim. Arranged alphabetically by names of affiants. (Current daily, official.) 8 x 10½ bundles (26) and 9 x 12 folders, 23 ft. 4 in., on floor and in 6 metal filing case drawers. Rs. 582 and 222. (608, 609)

861. ASSESSMENT CERTIFICATES, July 1933 - Jan. 1936. Forms 23A and 23C, original certificates of assessments against processors. Arranged chronologically. (Daily, official.) 12 x 13 post binders, 1 ft. 5 in., on 2 open shelves in metal cabinet. R. 222. (612)

862. CORRESPONDENCE, GENERAL, July 1933 - Jan. 1936. Copies and originals of interdepartmental correspondence and correspondence with taxpayers on returns. Arranged alphabetically. (Daily, official.) 9 x 12 folders, 21 ft. 8 in., in 13 metal filing case drawers. R. 222. (611)

863. INVENTORY AND RETURN, COTTON, July 1933 - Jan. 1936. Forms 32 and 42, inventory, record, and return on articles processed wholly or chiefly from cotton and held for sale or other disposition by persons engaged in retail trade and inventory and return of processed articles held by persons engaged in other than retail trade (originals and duplicates). Index described in report 614. (Daily, official.) 9 x 12 folders, 40 ft., in 24 metal filing case drawers. R. 222. (617)

864. INVENTORY AND RETURN, FIELD CORN, July 1933 - Jan. 1936. Forms 33 and 43, inventory, record, and return on articles processed wholly or chiefly from field corn held for sale or other disposition by persons engaged in retail trade and inventory and return of processed articles held by persons engaged in other than retail trade (originals and duplicates). Index described in report 614. (Daily, official.) 9 x 12 folders, 2 ft. 8 in., in 3 metal filing case drawers. R. 222. (616)

865. INVENTORY AND RETURN, HOGS, July 1933 - Jan. 1936. Forms 34 and 44, inventory, record, and return on articles processed wholly or chiefly from hogs held for sale or other disposition by persons engaged in retail trade and inventory and return of processed articles held by persons engaged in other than retail trade (originals and duplicates). Index described in report 614. (Daily, official.) 9 x 12 folders, 2 ft. 3 in., in 2 metal filing case drawers. R. 222. (620)

866. INVENTORY AND RETURN, PAPER AND JUTE, July 1933 - Jan. 1936. Forms 32A and 42A, inventory, record, and return on articles processed wholly or chiefly from paper and jute in competition with products processed from cotton held for sale or other disposition by persons engaged in retail trade and inventory and return of processed articles held by those engaged in other than retail trade (originals and duplicates). Index described in report 614. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in metal filing case drawer. R. 222. (618)

867. INVENTORY AND RETURN, SUGAR FLOOR STOCK, July 1933 - Jan. 1936. Forms 38A, 38, and 48, inventory, record, and return on floor stocks of certain articles processed from sugar beets or sugar cane by persons engaged in retail trade and inventory and return of floor stocks by persons engaged in other then retail trade. Index described in report 605. (Daily, official.) 8½ x 11 loose papers, 8 ft. 6 in., in 5 metal filing case drawers. R. 222. (603)

868. INVENTORY AND RETURN, TOBACCO, July 1933 - Jan. 1936. Forms 36 and 46, inventory, record, and return on articles processed wholly or chiefly from tobacco held for sale or other disposition by persons engaged in retail trade, and inventory and return of processed articles held by those engaged in other than retail trade (originals and duplicates). Index described in report 614. (Daily, official.) 9 x 12 folders, 7 ft. 8 in., in 5 metal filing case drawers. R. 222. (619)

869. INVENTORY AND RETURN, WHEAT FLOOR STOCK, July 1933 - Jan. 1936. Forms 31 and 41, inventory, record, and return on articles processed wholly or chiefly from wheat held for sale or other disposition by persons engaged in retail trade and inventory and return of processed articles by persons engaged in other than retail trade. Index described in report 605. (Daily, official.) 8½ x 11 loose papers, 10 ft., in 6 metal filing case drawers. R. 222. (604)

870. MISCELLANEOUS FILE, July 1933 - Jan. 1936. Record of uncollectible warrants of distraint, tax liens, and offers in compromise. Arranged alphabetically. (Weekly, official.) 3 x 5 loose cards, 6 in., in drawer of wooden card cabinet. R. 222. (610)

871. PAYMENT SLIPS, July 1933 - Jan. 1936. Notice and demand for payment of all except income and profit taxes, issued in duplicate; stamped and used as receipt when tax is paid. Filed chronologically. (Daily, official.) 3½ x 11½ loose papers, 3 ft. 3 in., in 3 metal filing case drawers. R. 222. (599)

872. REMITTANCE AND DOCUMENT REGISTERS, July 1933 - Jan. 1936. Forms 783 and 813, daily reports from Cashier's Division on payments received and balance of liability as computed from assess-

ment certificates. Arranged chronologically. (Daily, official.) 12 x 14½ post binders, 2 ft., on 3 shelves in metal cabinet. R. 222. (613)

873. RETURN CHECKS, July 1933 - Jan. 1936. Second notice and demand for tax, issued in duplicate, sent out ten days after first notice; return check stamped when paid and becomes receipt, while copy in office is used for posting vouchers. Filed alphabetically and chronologically. (Daily, official.) 3 x 8½ loose papers, 8½ in., in 2 metal filing case drawers. R. 222. (598)

874. RETURNS, COMPENSATING TAX ON IMPORTS, July 1933 - Jan. 1936. Forms 11, 12, 12A, 13, 14, 16, 17, and 18, returns, filed by processors, on quantity of taxable articles imported and amount of tax due. Index described in report 614. (Daily, official.) 9 x 12 folders, 6 in., in metal filing case drawer. R. 222. (615)

875. RETURNS, NONTAXABLE FLOOR STOCKS, July 1933 - Jan. 1936. Filed by processors under requirements of the Agricultural Adjustment Act. Index described in report 605. (Daily, official.) 9 x 12 folders, 9 ft., in 6 metal filing case drawers. R. 222. (602)

876. RETURNS OF PROCESSORS, MONTHLY, July 1933 - Jan. 1936. Forms 1, 2, 2A, 3, 4A, 4B, 4X, 6A, and 6B, itemized accounts of processing and products of such processing, indicating amount of tax due. Filed by names of taxpayers. Index described in report 614. (Weekly, official.) 9 x 12 folders, 31 ft., in 20 metal filing case drawers. R. 222. (621)

877. CLAIMS FOR REFUNDS PENDING, July 1933 to date. Correspondence, statements, affidavits, and reports on claims for refunds with copies of letters to processors. 3 x 5 card index, 6 in., in 2 wooden card cabinet drawers. (Daily, official.) 9 x 12 covers, 2 ft., in 2 metal filing case drawers. R. 222. (606)

878. SUSPENSE FILE, July 1933 to date. Returns by individuals, firms, partnerships, and corporations for processing tax on floor stocks (duplicates), correspondence on additional tax liabilities, and "section 3176" cases resulting from disagreement between taxpayer and Deputy Collector (original protests sent to Washington). Index described in report 605. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in metal filing case drawer. R. 222. (601)

879. DEBIT VOUCHERS FOR RETURNED CHECKS, Aug. 1933 - Dec. 1936. Serve as receipts to Federal Reserve Bank for checks returned and show certificate number and date, classification, and amount of deposit. Filed by account number. (Monthly, official.) 3½ x 8 loose papers, ½ in., in metal filing case drawer. R. 222. (600)

Alcohol Tax Material in Custody of Collector
(for later records, see below)

880. GAUGERS' RETURNS AND LAYOUTS OF BREWERIES AND DISTILLERIES, 1883 - 1914. Blueprints of complete layout of breweries and distilleries, with Form 59, gaugers' returns of each establishment, showing amount and gauge of alcoholic spirits on hand and withdrawn. (Never.) 16 x 18 vols. (40), 13 ft., on two open wooden shelves. R. 588. (639)

881. STOREKEEPER'S MONTHLY RETURNS OF DISTILLED SPIRITS, 1904 - 1916. Form 87, monthly report of distilled spirits delivered to, withdrawn from, and remaining in warehouse. (Never.) 10½ x 16 loose-leaf books (16), 1 ft. 8 in., on two open wooden shelves. R. 588. (638)

882. RECORD OF GAUGING INSTRUMENTS, LOCKS, AND WEIGHING BEAMS, 1911 - 1921. Form 99, showing custody of mechanical apparatus. Indexed. (Never.) 10½ x 15½ vol., 1 in., in counter-type cabinet. R. 583. (640)

883. RETURNS OF ALCOHOL GAUGED FOR WITHDRAWAL AND PERMITS TO PURCHASE, Mar. 1930 - Dec. 1931. Form 1440, report on alcohol gauged for withdrawal, showing withdrawal weight, date of withdrawal, proof gallons entry, gauge and withdrawal, kind and number of stamps, to whom shipped, and permit number, with signature of president or proprietor of withdrawal company; and Prohibition Service Form 1410 A, permits to purchase, showing name and address of vendee, kind and amount of goods, and name and address of vendor, with record and affidavit of delivery. (Never.) 3 x 8 bundle, 2 ft., in wall cabinet. R. 582. (744)

ALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR IN CHARGE
Federal Bldg., 517 E. Wisconsin Ave.

Under the war-time National Prohibition Act, the Commissioner of Internal Revenue was in charge of the enforcement of the law, with the District Collectors issuing the permits for the legal liquor traffic. For the administration of the laws pursuant to the Eighteenth Amendment, there was established a separate unit in the Bureau of Internal Revenue under the direction of a Prohibition Commissioner, one branch of this Prohibition Unit administering the regulatory and police provisions, and another the permissive provisions. A Federal Prohibition Director for each state, assisted by a force of liquor inspectors, was put in charge of the permissive provisions, while the enforcement work was under the direction of District Supervising Agents with a mobile policing force of prohibition agents.

The office of Federal Prohibition Director for Wisconsin was established in 1920 and the enforcement service in 1921, with headquarters in Milwaukee. In 1922 the position of the Supervising Agent was abolished, and the permissive and enforcement work was combined under the Prohibition Directors in the states.

In 1925, the Washington office ordered the abolition of the offices of the State Prohibition Directors and provided for a district set-up, with a Prohibition Administrator in charge of each district. In accordance with this reorganization, the Eastern Division of Wisconsin was put in charge of a Federal Prohibition Deputy Administrator and was made a part of the district under the Federal Prohibition Administrator whose headquarters were in Chicago; the Western Division was in charge of another Deputy Administrator and was part of the District having headquarters in St. Paul. In 1927 the Prohibition Unit of the Bureau of Internal Revenue became an independent bureau, the district set-up continuing to function as before.

July 1930 witnessed a further change: establishment of a Bureau of Prohibition in the Department of Justice, to have charge of the work incident to the enforcement of the penal provisions of the prohibition legislation; joint action of the Secretary of the Treasury and the Attorney General in prescribing permit regulations; and the replacement of the Bureau of Prohibition of the Department of Treasury by a Bureau of Industrial Alcohol in the same department for the administration of the permissive features of the prohibition work. The Bureau of Prohibition of the Department of Justice assumed a district set-up, and the Wisconsin branch continued to be divided into an Eastern and Western Division with Deputy Administrators in charge of each, as under the Treasury Department, but both divisions were under the district having headquarters in Chicago. The Bureau of Industrial Alcohol had twelve districts in charge of Supervisors of Permits and branch offices of these districts in charge of Assistant Supervisors of Permits, the Wisconsin territory being placed under the district having headquarters in Chicago.

In August 1933 the Bureau of Prohibition of the Department of Justice was abolished and its functions were assumed by a Prohibition Unit of the Division of Investigation. With the change in the nature of the duties in the matter of liquor control, as a result of the Twenty-First Amendment, the Prohibition Unit was replaced by the Alcohol Beverage Unit of the Division of Investigation and the functions of the Bureau of Industrial Alcohol were transferred to the Bureau of Internal Revenue. Finally, in May 1934, the Alcohol Beverage Unit of the Division of Investigation was merged with the staff of the Bureau of Internal Revenue handling industrial alcohol matters to form the Alcohol Tax Unit of the Bureau of Internal Revenue, with Chicago as the headquarters of the district covering Illinois, Indiana, and Wisconsin. The Wisconsin branch office was established in August 1934.

Originally located in the Federal Building, the Federal Prohibition Director for Wisconsin had his office in the Gross Building, 174 W. Wisconsin Avenue, during 1924. With the inauguration of the district set-up, the important records were

sent to the district headquarters. The Milwaukee office of the Alcohol Tax Unit has been located in the Federal Building since its inception. It is presumed that some records prior to 1934 have been destroyed under authority of an Act of Congress, but the Alcohol Tax Unit preserves all of its records except the work sheets, which are destroyed upon the final disposition of pending matters. Prior records are located in Chicago.

884. INDEX TO CASE REPORTS, July 1, 1934 to date. Cross reference index to pending and closed case reports of Eastern and Western Divisions of Wisconsin described in Reports 1262 and 1263. (Occasionally, official.) 3 x 5 cards, 3 in., in steel filing case drawer. R. 325 A. (1258)

885. INDEX TO VIOLATIONS, n.d. Sent from Chicago office, supplement to regular violation index on file in that office, showing name, address, and case number. (Never.) 3 x 5 cards, 4 ft., in wooden transfer case drawer. R. 325 A. (1253)

886. CASE REPORTS, CLOSED MISCELLANEOUS FILE, WESTERN DIVISION, Jan. 1926 - July 1934. Criminal reports, violations, seizures, progress record of cases, correspondence, and warehouse receipts of any seized property in the Western Division of Wisconsin; records prior to Jan. 1926 may be found in custody of the District Supervisor, Alcohol Tax Unit, St. Paul, Minn.; records subsequent to July 1934 are described in Report 1263. Filed by case number. 5 x 8 card index, 4 ft. 3 in., in 4 metal drawers of wooden cabinet. (Never.) 10 x 12 folders, 40 ft., in 20 drawers of wooden and pasteboard transfer cases. R. 325 A. (1265)

887. IDENTIFICATION FILE, 1927 to date. Fingerprints, general description, and criminal history of persons convicted of violations of Alcohol Tax Law; records prior to 1927 on file in office of the District Supervisor, Alcohol Tax Unit, Chicago, Ill. Filed alphabetically by defendant. (Frequently, official.) 8 x 8 cards, 2 ft., in wooden filing case drawer. R. 326. (1268)

888. CASE REPORTS, INACTIVE MISCELLANEOUS FILE, EASTERN DIVISION, Dec. 4, 1930 - July 1, 1934. Progress record of cases, correspondence, criminal reports, violations, seizures, and warehouse receipts of any seized property of the Eastern Division of Wisconsin; sent back from Chicago in Aug. 1934 and considered active at that time; records prior to Dec. 4, 1930, may be found in custody of the District Supervisor, Alcohol Tax Unit, Chicago, Ill.; records subsequent to July 1, 1934 described in Report 1263. Filed numerically by case number. 3 x 5 card index, 4 ft. 6 in., in 5 metal drawers of wooden cabinet. (Never.) 10 x 12 folders, 30 ft., in 16 steel filing case drawers. R. 325 A. (1264)

889. DOCKETS OF CASES, EASTERN AND WESTERN DIVISIONS, Dec. 4, 1933 to date. Case number, principal defendant, number of defendants, date of violation, type of violation, original or adopted case, date when reported to U.S. Attorney, date of CT. Commissioner hearing, number of defendants held, date of indictment or information, number of defendants indicted, date of trial, number convicted, number acquitted or dismissed, total prison sentences, number in prison, length of time, and remarks. (Monthly, official.) 16½ x 21½ loose-leaf book, ½ in., on shelf in steel cabinet. R. 325 A. (1251)

890. INVESTIGATION OF COMPLAINTS, June 1934 to date. Correspondence and reports on investigations of complaints involving alleged violations of Alcohol Tax Laws. Filed by case number. 3 x 5 card index, 4 in., in metal drawer of wooden cabinet; filed alphabetically by defendant. (Daily, official.) 10 x 12 folders, 7 in., in steel filing case drawer. R. 325 A. (1252)

891. CRIMINAL CASE REPORTS, EASTERN AND WESTERN DIVISIONS, CLOSED, July 1, 1934 to date. Criminal reports, correspondence, warehouse receipts for seized property, violations, seizures, and progress record of cases involving violation of the Alcohol Tax Law; records prior to July 1934, segregated as to the Eastern and Western Districts, described in Reports 1264 and 1265. Filed numerically by case number. 3 x 5 card index, 8 in., in steel drawer; cross reference index described in report 1268. (Never.) 10 x 12 folders, 7 ft., in 4 steel filing case drawers. R. 325 A. (1263)

892. CRIMINAL CASE REPORTS, EASTERN AND WESTERN DIVISIONS, PENDING, July 1, 1934 to date. Criminal reports, violations, seizures, progress record of cases, correspondence, and warehouse receipts for seized property; closed case records described in Report 1263. Filed by case number. (Daily, official.) 10 x 12 folders, 5 ft. 6 in., in 7 steel filing case drawers. R. 325 A. (1262)

893. EXHIBITS, July 1934 to date. Evidence found at place of investigation and scrapbook of whiskey labels. (Never.) 9 x 12 envelopes and 10 x 13½ loose-leaf book, 9½ in., in steel cabinet. R. 325 A. (1254)

894. RAW MATERIAL RECORD, July 1, 1934 to date. Copies of record of shipments of raw materials used in manufacture of alcoholic beverages to users, distributors, and producers; record of material suspected of being used illegally is active; originals retained at Chicago. 3 x 5 sheet index, 2 ft. 4 in., in wooden cabinet. (Active daily, official.) 10 x 12 folders, 1 ft. 10 in., in steel filing case drawer. R. 325 A. (1255)

895. EXPENSE REPORTS OF INSPECTORS OR INVESTIGATORS, Aug. 1, 1934 to date. Daily report, showing costs and expenses incurred in travel. Filed alphabetically by Inspector or Investigator. (Occasionally, official.) 9 x 12 envelopes, 4 ft. 6 in., in 3 wooden filing case drawers. R. 325 A. (1259)

896. GENERAL CORRESPONDENCE, Aug. 1934 to date. Office routine and personnel records. Filed alphabetically. (Daily, official.) 10 x 12 folders, 4 ft., in 2 steel filing case drawers. R. 325. (1261)

897. GENERAL CORRESPONDENCE, INACTIVE, Aug. 1934 to date. Office routine and personnel reports. Filed alphabetically. (Occasionally, official.) 10 x 12 folders, 2 ft., in steel filing case drawer. R. 325. (1260)

898. JACKETED CASES PENDING, Aug. 1934 to date. Confined to cases in which conspiracy is involved and on which investigation has not been completed. Filed by case number. (Occasionally, official.) 9 x 12 folders, 2 ft., in steel filing case drawer. R. 325. (1257)

899. AMENDED REGULATIONS NO. 17, Oct. 1934 to date. List of firms on which a copy of Regulations No. 17 has been served. Filed alphabetically by firm. (Daily, official.) 3 x 5 cards, 2 in., in steel card cabinet drawer. R. 325. (1266)

900. CORRESPONDENCE, MEMORANDA, AND TAX SCHEDULES, Mar. 1935 to date. Correspondence between Supervising Retail Inspector and District Supervisor's in Chicago, memoranda consisting of lists of taverns, retail liquor stores, dance halls, etc., and tax rates; local office of Retail Liquor Dealer's Inspection Section of the Alcohol Tax Unit maintained for convenience of the local inspectors, but all its records are eventually forwarded to Chicago. (Daily, official.) 9 x 12 folders, 6 in., in steel transfer case drawer. R. 596 A. (1648)

901. INQUIRIES BY FINANCE COMPANIES ON CRIMINAL RECORDS OF CORPORATIONS, MERCHANTS, OR INDIVIDUALS, Aug. 27, 1935 to date. Record of inquiries by finance companies relating to possible criminal records of clients doing business with the company and of whom the company may be suspicious. Filed alphabetically by finance company. (Monthly, official.) 3 x 5 cards, $\frac{1}{2}$ in., in steel card cabinet drawer. R. 325. (1267)

902. JACKETED CASES, CLOSED, Aug. 30, 1935 - May 5, 1936. Statements and exhibits of cases in question; records active until disposition is made of case; records prior to Aug. 30, 1935, in custody of District Supervisor, Alcohol Tax Unit, Chicago, Ill.; "closed" indicates that investigation is complete and case ready for disposal. (Never.) 8 x 10$\frac{1}{2}$ folders and loose sheets, 1 in., in steel cabinet. R. 325 A. (1256)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT IN CHARGE
Federal Bldg., 517 E. Wisconsin Ave.

The Milwaukee office of the Income Tax Unit's Field Procedure Division was established February 1, 1915, as headquarters for the work of the Internal Revenue Agent in Charge in Wisconsin. Prior to 1915 the St. Paul office supervised the work in this territory.

The office in Washington forwards to the Agent in Charge the individual income, consolidation, corporation, partnership, estate, gift, and fiduciary tax returns. On receipt of the returns from the Commissioner, the Mail Clerk of the local office sorts, cards, and classifies them and then assigns them to the agents. The agent receiving the assignment is permitted to examine the originals of the tax returns and to have copies made for his own use. The originals of the returns demanding no investigation are mailed back to the Commissioner; those subject to investigation and audit are returned to the Commissioner after investigation has progressed sufficiently so that returns are no longer needed. Certain records were destroyed on authorization from Washington.

903. MASTER INDEX, 1915 to date. Index to files described in Reports 1269, 1270, 1287, 1288, and 1289, showing folder number in file, name, address, district, year of return, additional taxes recommended, additional taxes assessed, refunds or abatements, date charged out, date report submitted, and name of examining officer. Filed alphabetically. (Daily, official.) 5 x 8 cards, 45 ft. 11 in., in 17 card cabinet drawers. R. 547. (1282)

904. ACTIVE CASES, 1934 - 1935. Record of name, address, case number, deficiency, or overassessment; prior record described in Report 1282. Filed alphabetically. (Daily, official.) 5 x 8 loose cards, 5 in., in card cabinet drawer. R. 547. (1284)

905. COMPLETED CASES SENT TO WASHINGTON, 1934 - 1935. Daily and monthly summary record, showing number turned in by each Agent; prior record described in Report 1282. Filed alphabetically by Agent. (Annually, official.) 5 x 8 cards, 3 in., in card cabinet drawer. R. 547. (1285)

906. WORK ASSIGNED TO AGENTS, 1934 - 1935. Record of name, address, case number, date, examining officer, date assigned, deficiency, or overassessment; prior record described in Report 1282. Filed alphabetically by agent. (Daily, official.) 5 x 8 loose cards, 1 ft. 3 in., in card cabinet drawer. R. 547. (1283)

907. CONFIDENTIAL PERSONNEL FILE, 1915 to date. Among other data this file contains records of disbursements preceding and subsequent to that described in Report 1280. (Daily, official.) 10 x 12 folders, 6 ft., in 4 metal filing case drawers. R. 547. (1279)

908. INVESTIGATIONS OF CONSOLIDATED INCOME TAX RETURNS, 1915 to date. Letters transmitting reports of field examinations to the Commissioner; reports on net income, computation of tax, balance sheets, claims and returns, and adjustments; and correspondence relating to each company or utility. Master index, report 1282. (Daily, official.) 10 x 12 folders, 38 ft. 4 in., in 23 metal filing case drawers. R. 533. (1289)

909. INVESTIGATIONS OF CORPORATION INCOME TAX RETURNS, 1915 to date. Letters transmitting reports of field examinations to Commissioner; reports on examination of books and records showing income reported, tax paid, depreciations, total allowances, claims and returns, adjustments, deductions, and waivers; and correspondence on each case. Master index, report 1282. (Daily, official.) 10 x 12 folders, 525 ft. 6 in., in 66 metal filing case drawers and 120 oak filing case drawers. R. 533. (1288)

910. INVESTIGATIONS OF ESTATE TAX RETURNS, 1915 to date. All data and information secured by Agents from time case is assigned for investigation until final disposition is made, including letter transmitting report of field examination to Commissioners, recommendation by Agent as to additional tax, overassessment or penalties, and notices of protest by taxpayer. Master index, report 1282. (Frequently, official.) 10 x 12 folders, 48 ft., in 4 wooden filing case drawers, 8 metal filing case drawers, and on 6 shelves in wooden cupboard. Oldest records dirty. Rs. 531 and 533. (1270)

911. INVESTIGATIONS OF INDIVIDUAL INCOME TAX RETURNS, 1915 to date. Copies of all data and information secured by Agent during course of investigation of Individual Income Tax Cases; including letter transmitting report of Field Examination to the Commissioner (Form 884), copy of audit made by Agent, his recommendations, and work summary showing type of investigation, days spent on case, and final disposition. Master index, report 1282. (Frequently, official.) 10 x 12 folders, 263 ft. 8 in., in 55 metal filing case drawers and 96 oak filing case drawers. Rs. 531 and 533. (1269)

912. INVESTIGATIONS OF PARTNERSHIP INCOME TAX RETURNS, 1915 to date. Letters transmitting reports of field examinations to Commissioner; reports on examination of books and records showing balance sheets, distribution of income, net income, net worth, and correspondence on each case. Master index, report 1282. (Daily, official.) 10 x 12 folders, 179 ft. 8 in., in 98 metal filing case drawers. Rs. 531 and 533. (1287)

913. INDIVIDUAL REPORTS OF SPECIAL CASES, 1915 to date. Copies of protests, examinations by field deputies, statement of total tax liability, net income, computation of tax, block adjustments, and correspondence. Filed alphabetically. (Current daily, official.) 10 x 12 folders, 7 ft. 8 in., in 4 metal filing case drawers. R. 533. (1290)

914. SUITS, CONFIDENTIAL RECORDS, 1918 - 1924; 1926 - 1927. Labels show contents to be records relative to Nash Motors Co., Pelton Steel Co., and T.M.E.R. & L. Co.; protests, briefs, and work summaries. (Seldom, official.) 9 x 12 bundles (5), 3 ft. 9 in., in 2 wooden filing case drawers. R. 531. (1281)

915. GENERAL FILE, 1920 - 1933. Subject headings: Assignments of Agents, Civil Service Commission, Claims Reports, Condemnation Awards, Depreciation Adjustment Reports, Leave Statements, Special Advisory Committee, Office Procedure, Requisitions, Supplies, and Training Courses; records from 1933 to date described in Report 1272; records prior to 1933 destroyed. (Daily, official.) 10 x 12 folders, 2 ft. 7 in., in 2 metal filing case drawers. R. 533. (1291)

916. CARD RECORD, 1928 to date. Record of Board of Tax Appeals business, powers of attorney, and waivers of Statute of Limitations, with name, address, and case number. Filed alphabetically by name of Agent. (Daily, official.) 3 x 5 cards, 1 ft. 3 in., in 3 card cabinet drawers. R. 551 A. (1294)

917. MISCELLANEOUS FILE, 1928 to date. Applications for positions as Agents, office record of current work assignments, requests from Special Agents for recommendations, quarterly, weekly, and monthly reports of classified returns, monthly work reports, law questions, and leave requests; current records on activities of Revenue Agents become part of the permanent records under Investigations; prior to 1933 some records kept in general file described in Report 1291; purely miscellaneous matters remain in this file, unless destroyed; records prior to 1928 destroyed. Arranged alphabetically by subjects. (Daily, official.) 9 x 12 folders, 6 ft., in 4 metal filing case drawers. R. 547. (1272)

918. PRODUCTION RECORDS OF AGENTS OR AUDITORS, 1928 to date. Form 908, giving position, post of duty, grade, salary, case years examined and class, such as partnership, individual, etc., and total case years examined; monthly summary of time spent on office audits; monthly summary of time spent on miscellaneous work. (Monthly, official.) $8\frac{1}{2}$ x 24 bundles, 4 in., in steel filing case drawer. R. 533. (1292)

919. MONTHLY PRODUCTION REPORT, 1930 to date. Report on each class of return, together with supplementary sheets showing number of field investigations, office audits, number of cases, and summary of cases. Filed chronologically. (Monthly, official.) 10 x 12 folders, 10 in., in steel filing case drawer. R. 533. (1293)

920. DISBURSEMENTS, CONFIDENTIAL RECORD, 1931 - 1935. Records preceding and subsequent to 1931 - 1935 described in report 280. (Daily, official.) 10 x 15 envelopes (30), 2 ft. 8 in., on 2 shelves of metal supply cabinet. R. 531. (1280)

921. RETURNS ASSIGNED TO AGENTS FOR INVESTIGATION, 1934 to date. Temporary file; Agents use returns only until such time as their investigations are completed; returns then sent to Washington. Arranged alphabetically by Agents. (Daily, official.) 10 x 12 folders, 13 ft. 4 in., in 8 metal filing case drawers. R. 547. (1271)

922. RETURNS FOR COMMISSIONER, 1934 to date. Originals of individual, corporation, partnership, gift, estate, and fiduciary tax returns ready to be returned to Washington. Arranged alphabetically. (Awaiting return to Commissioner.) 10 x 12 folders, 33 ft., in 20 metal filing case drawers. R. 547. (1276)

923. WORK SUMMARY ROTATING FILE, May 1, 1934 - Apr. 30, 1935. Monthly summaries of work accomplished by agents, including cases examined, grade of cases, agreements reached, number of days spent on each case, total of additional tax computed with or without agreement, total of overassessment computed, number of cases completed during months, and number remaining incomplete; contents of this file become part of a general file described in Reports 1269 and 1270; separate file for May 1, 1935 - Apr. 30, 1936, described in Report 1278. Arranged alphabetically by Agent. (Daily, official.) 10 x 12 folders, 3 ft. 5 in., in 2 wooden boxes with cardboard covers on metal cabinet. R. 531. (1277)

924. PRODUCTION RECORDS, 1935 to date. Work sheets made out by the reviewing Agent, showing number of cases completed, results of investigations under each type of case, amount of tax determined to be either additional liability or overassessment; temporary file, contents later going to file described in Report 1277 and eventually becoming part of file described in Report 1269. Arranged alphabetically by Agent. (Daily, official.) 10 x 12 folders, 6 ft., in 4 metal filing case drawers. R. 547. (1273)

925. ROTATING TAX RETURN FILE, 1935 to date. Originals of individual income, partnership, corporation, estate, gift, and fiduciary tax returns received from Washington after having been received from the Collector; temporary file, returns transferred to file described in Reports 1276 and 1283, eventually go back to the Commissioner. Arranged alphabetically. (Daily, official.) 10 x 12 folders, 45 ft., in 44 metal filing case drawers. R. 547. (1275)

926. THIRTY-DAY FILE, INDIVIDUAL INCOME TAX CASES, 1935 to date. Suspense file of pending tax case investigations in various stages of completion; including Agent's work sheets, with entries as to progress made on the cases assigned to them; prior to 1935, records

of this type kept in file described in Report 1269. Arranged alphabetically by Agent. (Daily, official.) 10 x 12 folders, 3 ft. 6 in., in 4 metal filing case drawers. R. 547. (1274)

927. TRUSTS, 1935 to date. Copies and photostatic copies of wills and trusts; used in determining income tax of beneficiaries. Filed alphabetically. (Seldom, official.) 10 x 12 folders, 1 ft. 11 in., in metal filing case drawer. R. 533. (1286)

928. WORK SUMMARY, May 1935 to date. Monthly summary of work, including cases examined, grade of case, agreements, additional tax, and overassessments; prior to 1935, covered by file described in Report 1277; eventually becomes part of files described in Reports 1269 and 1270. Arranged alphabetically by Agent. (Daily, official.) 10 x 12 folders, 3 ft. 3 in., in 3 metal filing case drawers. Rs. 531 and 533. (1278)

INTELLIGENCE UNIT
OFFICE OF INTELLIGENCE AGENT IN CHARGE
Federal Bldg., 517 E. Wisconsin Ave.

The Wisconsin office of the Intelligence Unit's Chicago Division was established September 1, 1930, with headquarters in Milwaukee. Copies of all reports and correspondence are sent to the Chicago office currently. Papers of no value are destroyed.

929. MASTER INDEX, Sept. 1, 1930 to date. Covering all filed matter. (Daily, official.) 5 x 8 cards, 10 in., in 2 wooden filing case drawers. R. 456. (1603)

930. GENERAL CORRESPONDENCE, Sept. 1930 to date. With Chicago and Washington. Filed chronologically. Master index, report 1603. (Daily, official.) 10 x 12 envelopes, 1 ft. 8 in., in steel filing case drawer. R. 456. (1599)

931. APPLICATIONS OF ATTORNEYS AND ACCOUNTANTS, CLOSED, Sept. 1, 1930 to date. Chiefly applications of attorneys and accountants for permission to practice before the Department in Washington and branch offices, applications invested, acted upon, and filed as closed matter. Filed by case number. Master index, report 1603. (Never.) 10 x 12 folders, 1 ft. 8 in., in 2 steel filing case drawers. R. 456. (1600)

932. PERSONNEL CASES, MISCELLANEOUS, CLOSED, Sept. 1, 1930 to date. Data on investigated and disposed of personnel applications. Filed by case number. Master index, report 1603. (Never.) 10 x 12 envelopes, 1 ft. 4 in., in steel filing case drawer. R. 456. (1602)

933. PERSONNEL AND TAX CASES, Sept. 1, 1930 to date. Applications for positions with the Bureau; pending tax cases on which no decision by U.S. Attorney has been made. Filed by case number. Master index, report 1603. (Daily, official.) 10 x 12 covers, 9 in., in steel filing case drawer. R. 456. (1601)

934. CASES, CLOSED, Sept. 1, 1930 to date. Cases settled and disposed of by U.S. Attorney but liable to reopening. Filed by case number. Master index, report 1603. (Frequently, official.) 10 x 12 envelopes, 4 ft. 9 in., in 3 steel filing case drawers. R. 456. (1598)

935. CASES, CLOSED, NOT JACKETED, Sept. 1930 to date. Data on investigated tax cases for which insufficient cause for prosecution was found and which were therefore dropped. Filed by case number. Master index, report 1603. (Never.) 10 x 12 envelopes, 1 ft. 6 in., in 2 steel filing case drawers. R. 456. (1597)

936. REOPENED CASES, Sept. 1, 1930 to date. For reinvestigation and further consideration by U.S. Attorney General. Filed by case number. Master index, report 1603. (Weekly, official.) 9½ x 12 folders, 1 ft. 2 in., in steel filing case drawer. R. 456. (1596)

937. WORK PAPERS OF INVESTIGATED CASES, Sept. 1, 1930 to date. Material on closed and open cases. Filed by case number. Master index, report 1603. (Weekly, official.) 9 x 14½ envelopes (3), 14 ft. 8 in., in 14 steel filing case drawers. R. 458. (1595)

OSHKOSH

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Post Office Bldg., Washington Blvd.

This office was established about 1918. Originally located in the old Post Office Building, it moved to its present quarters in 1931. Since it is a field office of the Wisconsin Collection District, it retains none of its records but sends them to the headquarters in Milwaukee.

INCOME TAX UNIT
OFFICE OF REVENUE AGENT
Post Office Bldg., Washington Blvd.

This agency was established in 1923, with quarters in the old

Post Office Building. It moved to its present quarters in 1931. All the records are preserved, and certain required reports are sent to Washington.

938. WORK SHEETS, 1931 to date. Results of investigation, for present and future use. Filed alphabetically by individual or corporation. (Daily, official.) 9 x 12 pockets, 2 ft. 4 in., in 2 steel filing case drawers. R. 202. (6)

939. CASES ASSIGNED, July 1, 1936 to date. Tax returns assigned for investigation. Filed alphabetically by cities. (Daily, official.) 9 x 12 pockets, 1 ft. 2 in., in steel filing case drawer. R. 202. (5)

RACINE

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., Main and 6th St.

This office was established in 1918 and is a field office for the Wisconsin District Headquarters in Milwaukee. Its functions are to assist corporations, partnerships, and individuals in filing income tax returns and to collect all special excise taxes and stamp taxes, both current and delinquent. Most records are duplicates of records in the Milwaukee Headquarters Office and may be destroyed when the cases are completed.

940. CIRCULARS AND DECISIONS, Jan. 1, 1926 to date. Circular letters and Department decisions. Filed chronologically. (Daily, official.) 8 x 10½ loose forms, 2 ft., in metal filing case drawer. R. 209. (14)

941. RETURNS, INCOME TAXES, 1926 - 1934. Name and address of taxpayer and income tax return number. Arranged alphabetically. (Daily, official.) 3 x 5 loose cards, 33 ft. 6 in., in 26 metal card cabinet drawers. R. 209. (16)

942. DAILY REPORT TO MILWAUKEE, Jan. 1, 1926 to date. Form 795, showing district, date, Field Deputy, place, names and address of persons interviewed, nature of liability, form number, period of liability, amount and type of remittance to Collector and how remitted, summary of items, information to itinerary of Field Deputy, and remarks. (Daily, official.) 8 x 10½ loose forms, 2 ft. 4 in., in 2 metal filing case drawers. R. 209. (13)

943. LETTERS FROM CHIEF OF FIELD DIVISION, June 1932 to date. Instructions for field investigation of tax cases and orders on procedure. Arranged chronologically. (Daily, official.) 9 x 11 loose-leaf book, 1 in., in metal filing case drawer. R. 209. (12)

944. GENERAL CORRESPONDENCE, 1933 to date. Covering activities of stamp sales cashier and Deputy Collector; requests for strip-stamps, excise and beer stamps, and other taxable merchandise, and correspondence with the Collector at Milwaukee. (Daily, official.) 9 x 11 folders, 2 ft., in 2 wooden filing case drawers. R. 211. (15)

SHEBOYGAN

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., N. 9th St. and Center Ave.

This office was established in 1911 and is a field office for the Wisconsin District Headquarters in Milwaukee. Its functions are to assist corporations, partnerships, and individuals in filing income tax returns and to collect all special excise taxes and stamp taxes, both current and delinquent. Most records are duplicates of records in the Milwaukee office and may be destroyed when the cases are completed.

945. CORRESPONDENCE, Jan. 1930 to date. With Milwaukee office and taxpayers. Arranged alphabetically by taxpayer or subject matter. (Weekly, official.) 9 x 11½ folders, 1 ft. 6 in., in metal filing case drawer. R. 205. (131)

946. DAILY REPORT, Jan. 1931 to date. Copy of daily work report to Milwaukee. Arranged chronologically. (Never.) 8½ x 12½ loose forms, 2 ft. 8 in., in 2 wooden filing case drawers. R. 205. (129)

947. RECORD OF TAXPAYERS, Jan. 1936 to date. Duplicate record of income and special taxpayers made up in the Field Division of the Milwaukee office, the original remaining there. Arranged alphabetically by taxpayer. (Daily, official.) 3 x 5 cards, 4 in., on top of bookcase. R. 205. (130)

948. RECORD OF ASSIGNMENTS, Oct. 1936 to date. Record of all assignments received, both current and completed, showing name of taxpayer, assignment, date received, and date completed. Arranged alphabetically by taxpayer. (Daily, official.) 3 x 5 cards, 6½ in., in wooden desk drawer. R. 205. (128)

INCOME TAX UNIT
OFFICE OF DEPUTY REVENUE AGENT
Federal Bldg., N. 9th St. and Center Ave.

This office, a field office under the Internal Revenue Agent in Charge at Milwaukee, was established in 1917. From 1917 to 1933 the Deputy Agent maintained an office in his home; since 1930 he has been located in the Federal Building. All records are sent to the District Office at Milwaukee. Therefore there are no serial reports for this office.

STEVENS POINT

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 454 Main St.

This office was established July 1, 1937. All records are sent to the Collector, Milwaukee.

949. CASE ASSIGNMENTS, current. Form 1040a, individual income tax returns; also letters of assignment and correspondence. Form attached. (Daily, official.) 8 x 10½ pockets, 5 in., in brief case. R. 255. (68)

950. INFORMATION CARDS, SPECIAL TAXES, current. Form 795, daily report, giving names and address of persons interviewed, amount of remittance, and remarks. (Rarely, official.) 3 x 5 boxes, 3¼ in., in desk drawer. R. 255. (69)

SUPERIOR

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., 1401 Tower Ave.

This office was established in 1919 to serve the counties of Ashland, Bayfield, Burnett, Douglas, Iron, Price, Sawyer, and Washburn. All the official forms are eventually forwarded to Washington, and the office retains only its correspondence and card records of tax returns filed and liquor and malt beverage licenses issued.

951. INDEX TO TAXPAYERS FILING RETURNS IN THE CITY OF SUPERIOR, 1919 - 1935. Name, address, and return number of every individual. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 13 ft. 4 in., in 2 wooden card cabinet drawers. R. 214. (180)

952. CORRESPONDENCE, 1924 to date. Complete file of all correspondence with individuals; material prior to 1924 destroyed.

Arranged by subject. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in metal filing cabinet drawer. R. 214. (176)

953. INDEX TO TAXPAYERS FILING RETURNS IN ASHLAND COUNTY, 1926 - 1934. Name, address, and return number of every individual. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 6 in., in wooden card cabinet drawer. R. 214. (179)

954. INDEX TO TAXPAYERS FILING RETURNS IN BAYFIELD COUNTY, 1926 - 1934. Name, address, and return number of every individual. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 10 in., in wooden card cabinet drawer. R. 214. (178)

955. INDEX TO CORPORATIONS FILING RETURNS IN ASHLAND, BAYFIELD, AND DOUGLAS COUNTIES, 1926 to date. Name of corporation, address, and file number. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft. 8 in., in wooden card cabinet drawer. R. 214. (182)

956. INDEX TO UNTAXABLE CORPORATION RETURNS FROM ASHLAND, BAYFIELD, AND DOUGLAS COUNTIES, 1926 to date. Names of firms untaxable because of business failure and market changes. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 3 ft. 4 in., in 2 wooden cabinet drawers. R. 214. (181)

957. INDEX TO LIQUOR AND MALT BEVERAGE LICENSES, 1933 to date. Record of licenses issued to malt and liquor dealers in Bayfield, Ashland, and Douglas Counties, with name and address of dealer. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 3 ft. 4 in., in 2 wooden card cabinet drawers. R. 214. (177)

ALCOHOL TAX UNIT
OFFICE OF INVESTIGATOR IN CHARGE
Federal Bldg., 1401 Tower Ave.

This office, established in 1919, is a field office for the Alcohol Tax Unit Office in Milwaukee and has been a field office for the forerunners of this Milwaukee agency. It has little in the way of records, since files on each case are sent to Milwaukee as soon as the case is completed.

958. CORRESPONDENCE, 1922 to date. Complaints, letters of procedure, and letters to and from Milwaukee on enforcement of Prohibition Act. Filed chronologically. (Frequently, official.) 9 x 12 bundles and clipped sheets, 1 ft., in desk drawer. R. 210. (189)

WAUKESHA

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Federal Bldg., S. and Broadway Sts.

The first Deputy Collector was stationed here in 1902. He is under the jurisdiction of the Collector in Milwaukee. So-called useless papers are destroyed; reports are sent to Milwaukee.

959. INCOME TAX RETURNS, 1930 to date. Copy of record of name and address of taxpayers; original sent to Milwaukee. Arranged alphabetically by taxpayer. (Monthly, official.) 3 x 5 cards, 15 ft., in 8 metal filing case drawers. 2d Floor. (84)

960. RECORD OF RETAIL LIQUOR LICENSES ISSUED, COPY, 1933 to date. Name and address of individual or concern, date, and license number; original sent to Milwaukee. Arranged alphabetically by licensee. (Monthly, official.) 3 x 5 cards, 2 ft. 11 in., in metal filing case drawer. 2d Floor. (83)

961. CORRESPONDENCE, 1934 to date. With Milwaukee. Arranged alphabetically by taxpayer. (Monthly, official.) 8½ x 12 folders, 1 ft., in wooden filing case drawer. 2d Floor. (82)

962. MONTHLY REPORT, 1934 to date. Copy of report of investigations received and completed; original sent to Milwaukee. Arranged chronologically. (Quarterly, official.) 8 x 10½ loose sheets, 1 ft., in wooden filing case drawer. 2d Floor. (81)

963. RULINGS, 1934 to date. Rules, orders, and general instructions issued by the Milwaukee Office. Arranged chronologically. (Weekly, official.) 8½ x 12 folders, 1 ft. 3 in., in wooden filing drawer. 2d Floor. (85)

WAUSAU

ACCOUNTS AND COLLECTIONS UNIT
OFFICE OF DEPUTY COLLECTOR
Post Office Bldg., 4th and Scott Sts.

This office was established in 1913, to serve the counties of Marathon, Vilas, Oneida, and Wood. Records considered of little value have been destroyed. Certain other records are sent to the headquarters of the Wisconsin District in Milwaukee.

964. CUMULATIVE BULLETIN, Jan. 1917 to date. Rulings on income tax, sales tax, capital stock tax, and miscellaneous tax. Indexed.

(Occasionally, official.) 6 x 9 vols., 3 ft. 2 in., on wooden shelf. R. 1. (1)

965. DAILY REPORT, 1925 to date. Record of names and addresses of persons interviewed, nature of liability, period of liability, and amount of remittance. (Frequently, official.) 8 x 10½ stapled sheets, 1 ft., in filing case. R. 1. (4)

966. INCOME TAX RETURNS, 1926 - 1934. Record of name and address of taxpayer and number of tax return. Filed alphabetically by taxpayer. (Occasionally, official.) 3 x 5 cards, 30 ft., in 22 card cabinet drawers. R. 1. (2)

967. LETTERS OF TRANSMITTAL, 1928 to date. From Milwaukee, on tax cases to be investigated. (Daily, official.) 8 x 10½ stapled sheets, 5 in., in filing case drawers. R. 1. (3)

INCOME TAX UNIT
OFFICE OF REVENUE AGENT
Federal Bldg., 4th and Scott Sts.

A part time Agent was stationed here from about 1918 to 1924. On the latter date the present incumbent took office on a full time basis. Reports are sent to Milwaukee.

968. MONTHLY WORK SUMMARY, June 1924 to date. Name and address, time spent on case, year covered by examination, date of report, result, and recommendations. Arranged chronologically. (Frequently, official.) 9½ x 12 folders, 3/4 in., in desk drawer. R. 4. (83)

969. CASE RECORDS, current. Income tax returns from individuals, trusts, estates, and partnerships. (Cases under investigation only.) 9 x 12 envelopes, vol. unknown, in file boxes. Rs. 3 and 4. (84-86)

PROCUREMENT DIVISION

PROCUREMENT DIVISION

MADISON

STATE PROCUREMENT OFFICE
Union Transfer Bldg., 301 E. Wilson St.

This office purchases supplies and equipment for the Works Progress Administration and (to some extent) the Resettlement Administration. It was established July 1, 1935. It always has functioned as the central office for Wisconsin. There is a Deputy Procurement Office at Milwaukee. From July, 1935 to February 1936, there were ten district offices in the State, corresponding with the district areas into which the State is divided for WPA administrative purposes. When the work was centralized in the Madison office, all district office records were transferred here.

The originals of all documents originating in the Milwaukee office are sent and retained here. Duplicates are kept in the Milwaukee files. The originals of all contracts entered into are sent to Washington, as are copies of all purchase orders and the monthly and semi-monthly reports of the State Procurement Officer.

Personnel Section Records

970. PERSONNEL RECORDS, July 1935 to date. Daily record of absentees, listing annual accumulated sick leaves; individual personnel record, Form 1996-8; pay cards, Form 21912-8; dead file of former employees. Pay cards arranged by pay scale, alphabetically. (Frequently, official.) 6 x 8 cards, 2 ft., in Acme Card Filing Cases. Balcony. (1107)

971. APPROVAL OF APPOINTMENTS, July 1, 1935 to date. Record of title, classification, and salary; acknowledges acceptance of employees. Filed alphabetically. (Frequently, official.) 11 x 12 folders, 2 in., in desk. Balcony. (1111)

972. SEPARATIONS, INACTIVE, July 1935 to date. Applications, correspondence regarding applications, and summary of work done by former employees. Arranged alphabetically. (Occasionally, official.) 11 x 12 folders, 1 ft., in steel filing case drawer. Balcony. (1109)

973. APPLICATIONS, ACTIVE, July 1935 to date. Applications, letters of recommendation, and correspondence pertaining to employment; service rating, Form 800, attached to application blank. Filed alphabetically. (Daily, official.) 11 x 12 folders, 2 ft., in desk. Balcony. (1108)

974. DAILY TIME BOOK, July 1935 to date. Daily time report for half-month periods of all employees; names entered according to salary scale, highest salary appearing first. (Daily, official.) 5 x 8 vols., 2 ft., in desk. Balcony. (1112)

975. MONTHLY REPORT OF OVERTIME, July 1935 to date. Form 2700-A, record of overtime work by employees. Filed chronologically. (Monthly, official.) 11 x 12 folders, 1 ft., in desk. Balcony. (1068)

976. PAY ROLLS, July 1935 to date. Standard Form 1013-C (Rev.), listing salaries of all employees by pay periods. (Semi-monthly, official.) 11 x 12 folders, 2 in., in steel desk. Balcony. (1110)

977. CORRESPONDENCE AND MISCELLANEOUS, July 1935 to date. Requests to stop payments on checks, directory for WPA and Treasury Dept., reports of injury; Treasury insurance, reply to exceptions; Form 1900A and B, monthly gain and loss reports, annual and Form 1200, monthly absentee reports; Form 2217, annual leave request cards; Form 1044, schedules of collections, sick leave cards and forms; annual leave summaries; Form 1064, rev., schedules of disbursements; Form 151, daily list of absentees. Filed alphabetically by subject matter; correspondence filed by names and subject matter. (Daily, official.) 11 x 12 folders, 3 ft., in 2 steel filing case drawers. Balcony. (1113)

Contract Rental Section Records

978. CONTRACT RENTALS, July 1935 to date. Forms 22, Standard 33, rev., Standard 36, and Standard 1036, rev. Filed numerically by contract number and cross-filed for special equipment, such as sewing machines, typewriters, etc., by mfr.; control cards filed alphabetically by vendor's name in district and cross-filed for special equipment. (Daily, official.) 11 x 12 folders, 1 ft. 8 in., in 10 steel filing case drawers. Main Floor. (1087)

979. CONTRACT CONTROL, July 1935 to date. Index to special equipment, giving contract number, requisition number, voucher number, rate etc., serves as index to Contract Rental files. Filed by vendor. (Daily, official.) 5 x 8 cards, 2 ft., in 2 steel card cabinets. Main Floor. (1086)

980. CONTRACT CONTROL RENTALS, July 1935 to date. Form 2, index to trains and trucks; serves as index to Contract Rental files. Arranged by districts and alphabetically by name of vendor.

(Daily, official.) 5 x 8 cards, 2 ft., in 2 steel card cabinets. Main Floor. (1084)

Supplies and Equipment Section Records

981. INVITATIONS TO BID, July 1935 to date. Invitations to vendors, contractors, etc., to bid on WPA work or materials (originals). Filed numerically. (Daily, official.) 11 x 14 folders, 12 ft., in 3 transfer cases. Balcony. (1106)

982. OFFICE SUPPLY INVENTORY, July 1935 to date. Filed alphabetically. (Daily, official.) $5\frac{1}{2}$ x $8\frac{1}{2}$ cards, 1 ft., in cardboard card case. Balcony. (1105)

983. OFFICE EQUIPMENT INVENTORY, July 1935 to date. Form 40, record of articles as received from vendors; distribution record as assigned out. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in paper box. Balcony. (1104)

Traffic Section Records

984. GOVERNMENT BILLS OF LADING, July 1935 to date. Forms 1058, 168, 181, 127, 121, 192, A. and D. A5, and Standard 1059 and 1058-A; correspondence, claims, routings, etc., required on individual shipments. Filed numerically. (Daily, official.) 11 x 12 folders, 4 ft., in 2 steel filing case drawers. Balcony. (1101)

985. BILL OF LADING REGISTER, July 1935 to date. (Daily, official.) 12 x 18 loose-leaf books, 1 ft., in steel desk. Balcony. (1103)

986. CAR LEDGER, July 1935 to date. Form 1000. (Daily, official.) 12 x 12 loose-leaf books, 4 in., in steel desk. Balcony. (1102)

987. CONVENIENCE LEDGER, July 1935 to date. Correspondence, telegrams, shipping reports, and copies of bills of lading. Filed alphabetically by subject matter or name. (Daily, official.) 11 x 12 loose-leaf books, 1 ft. 6 in., in steel desk. Balcony. (1100)

Proposal Section Records

988. LIST AND INDEX OF VENDORS, July 1935 to date. Separated as to commodities. Filed alphabetically by vendor. (Daily, official.) $3\frac{1}{2}$ x 5 cards and 11 x 12 folders, 5 ft., in metal desk. Main Floor. (1067)

989. REQUISITION RECORD, July 1935 to date. Date, project number, requisition number, commodity, destination, date of opening, and invitation number. (Daily, official.) 11 x 18 loose-leaf book, 2 in., in metal desk. Balcony. (1071)

Specification Section Records

990. ABSTRACT OF BIDS, July 1935 to date. Form 1 (carbons), abstract of bids for materials or equipment, prices quoted by each bidder, and type of material or equipment. Filed numerically. (Daily, official.) 14 x 20 post binder, 2 ft., in filing case. Ink faded. Main Floor. (1070)

991. REQUISITION RECORD, July 1935 to date. Filed numerically. (Daily, official.) 11 x 12 loose-leaf books, 1 ft., in metal desk. Balcony. (1069)

992. OUTGOING CORRESPONDENCE, July 1935 to date. Carbons of letters pertaining to specifications for bids. Filed alphabetically. (Daily, official.) 11 x 12 folders, 1 in., in desk. Main Floor. (1066)

Record Section Records

993. SEMI MONTHLY AND MONTHLY REPORTS, July 1935 to date. Forms 8-3, 170Q, 8A, and 8-2, record of activities of office, showing progress made; sent to Washington; correspondence filed with reports. (Semi-monthly, official.) 11 x 12 loose-leaf book, 2 in., in metal desk. Balcony. (1073)

994. PURCHASE ORDER REGISTER, July 1935 to date. Form 5, record of all purchase orders. Tabulated numerically. (Daily, official.) 11 x 12 post binders, 2 ft. 6 in., in vault. Balcony. (1079)

995. REQUISITION REGISTER, July 1935 to date. Form A. (Daily, official.) 11 x 12 loose-leaf books, 3 ft. 6 in., on steel desks. Balcony. (1078)

996. CONTRACT RECORD, July 1935 to date. Contract number, works project and requisition number, acceptance date, purchase order number, vendor, and type of equipment under contract. Filed numerically. (Daily, official.) 8 x 10 vols., 3 in., in desk. Balcony. (1076)

997. VOUCHERS, COPIES, Feb. 6, 1936 to date. Form 1034a; this system is not a governmental requirement but is performed for convenience of State Procurement Office. (Never.) 11 x 12 folders, 9 ft., in 5 steel filing case drawers. Balcony. (1075)

998. ALLOTMENT RECORD, July 1935 to date. Form A-3a and A-3b, record of encumbrances liquidated and authorized, showing amount of unencumbered balance of all work projects and notice of change of allotment when authorized. Filed by project numbers. (Daily, official.) 11 x 12 loose-leaf book, 2 in., in desk. Balcony. (1074)

999. VOUCHER RECORD, July 1935 to date. Form 191. Filed numerically. (Daily, official.) 5 x 8 cards, 2 ft. 6 in., in cardboard card case. Balcony. (1082)

1000. VOUCHER RECORD, July 1935 to date. Record of all vouchers issued, giving voucher number, amount, project number, requisition number, and P.O. number. Filed numerically. (Daily, official.) 11 x 14 post binder, 2 in., in vault. Balcony. (1072)

1001. D. O. VOUCHER RECORD, July 1935 to date. Voucher number, schedule number, D. O. number, date paid, amount paid, and original amounts. (Daily, official.) 11 x 12 loose-leaf books, 8 ft., in metal desk. Balcony. (1080)

1002. CUMULATIVE VOUCHER ANALYSIS, July 1935 to date. Cumulative record of voucher expenditures, net vouchers against purchase orders, discount taken, other deductions, pay roll, telephone, telegraph, lease, rental, and travel. (Daily, official.) 11 x 12 loose-leaf book, ½ in., in vault. Balcony. (1077)

Filing Section Records

1003. GENERAL CORRESPONDENCE, July 1935 to date. In process of filing rearrangement. (Daily, official.) 11 x 12 folders, 24 ft., in 12 steel filing case drawers. Balcony. (1095, 1097)

1004. REQUISITIONS, July 1935 to date. Correspondence and mfrs.' vouchers or invoices, filed with corresponding requisitions, Standard Forms 1034, 1034a, SPO 1, rev., SPO 126, A. and D. A-6, A-6 B-a, A-7, SPO-150, Standard 1036, rev., 33, rev., 36, and A. and D. A-8. Filed numerically; paid and unpaid requisitions kept separate. (Daily, official.) 11 x 12 folders, 240 ft., in 124 steel filing case drawers. Balcony. (1092)

1005. SCHEDULE RECORD, July 1935 to date. Record of voucher schedules. Tabulated numerically. (Daily, official.) 11 x 12 loose-leaf books, 8 in., in desk. Main Floor. (1081)

1006. SCHEDULE OF DISBURSEMENTS, July 1935 to date. Form 1064, revised. (Daily, official.) 11 x 12 folders, 6 ft., in 4 steel filing case drawers. Balcony. (1096)

1007. WORKS PROJECT DETAIL, July 1935 - Jan. 1936. Form WWPA-GO-912, statement of works project detail, sent from WPA; discontinued. (Never.) 11 x 12 folders, 1 ft. 6 in., on filing cases. Balcony. (1098)

1008. VENDORS' PURCHASE ORDERS, July 1935 to date. Form A-7 (carbons), classified as vouchered and suspense. Filed alphabetically by vendor. (Daily, official.) 11 x 12 folders, 14 ft., in 7 steel filing case drawers. Balcony. (1094)

1009. PROGRESS REPORT, July 1935 to date. Form 209 (revised), summary of Forms 200, 195, and 190. Arranged chronologically. (Daily, official.) 11 x 12 loose-leaf book, 2 in., in metal desk. Balcony. (1083)

1010. DAILY REPORTS, July 1935 to date. Record of amount of work accomplished daily by each section; Form 195, auditor's report; Form 190, typist's report; Form 200, auditor's inspection report; discounts taken and lost report (combined to complete Form 209). Filed chronologically. (Daily, official.) 5 x 8 cards, 4 in., in desk. Main Floor. (1085)

Records of Defunct Offices

1011. REQUISITIONS, DISTRICT 2, GREEN BAY, July 1935 - Jan. 1936. Same form as Report 1090. Filed numerically. (Never.) 11 x 12 folders, 8 ft., in 4 cardboard transfer cases. Balcony. (1091)

1012. GENERAL CORRESPONDENCE, DISTRICT 5, STEVENS POINT, July 1935 - Jan. 1, 1936. Correspondence with State and District Offices, interoffice memos, telegrams, transmittal sheets, and office equipment records of District No. 5; discontinued. (Occasionally, official.) 11 x 12 folders, 3 ft., in 2 transfer cases. Balcony. (1093)

1013. REQUISITIONS, DISTRICT 5, STEVENS POINT, July 1935 - Jan. 1936. Same material as Report 1092; duplicate of material filed in State Office from District No. 5, which was discontinued Jan. 1, 1936. (Seldom, official.) 11 x 12 folders, 9 ft., in 5 cardboard transfer cases. Balcony. (1090)

1014. RHINELANDER RECORDS, July 1935 - Jan. 1, 1936 (complete). Contracts, invitations to bid, statement and certificate of award, statement of work project detail, correspondence, bills of lading, equipment contracts, inventory of office equipment, pay roll daily report, personnel records, truck rentals, transmittal sheets, requisitions for purchase, receiving and inspection, purchase orders, abstract of bids, notice of bid and acceptance. Correspondence filed alphabetically. (Occasionally, official.) 11 x 12 folders, 18 ft., in steel front transfer cases. Main Floor. (1088)

1015. MENOMONIE RECORDS, DISTRICTS 8 AND 9, July 1935 - Jan. 1936. Correspondence, SPO 111-1; transmittal sheets, WWPA-GO-912; statement of works project detail; equipment rental summary sheets, giving works project and requisition numbers, name of owner, purchase order number, date cancelled, total hours reported, estimate of hours of pay roll not reported, total deductions, original limit of purchase order, estimated balance in hours, estimated balance in dollars, and remarks; contracts, Forms 33 (Rev.), 36, and 1036. (Never.) 11 x 12 folders, 20 ft., in 10 fibre transfer cases. Main Office. (1089)

1016. DISTRICT 10 RECORDS, July 1935 - Jan. 1, 1936. Statement of works project detail, WWPA-GO-912; project proposal, estimated costs, general correspondence, requisitions, purchase orders, contracts and bids. (Never.) 11 x 12 folders, 2 ft., in transfer case. Balcony. (1099)

MILWAUKEE

OFFICE OF CUSTODIAN

Records in custody of the Collector of Customs, Federal Bldg.

1017. CUSTODIAL SERVICE CORRESPONDENCE, Jan. 1920 to date. Confidential correspondence with the Supervising Architect. (Daily, confidential.) 9½ x 12 folders, 2 ft., in wooden filing case drawers. R. 322 C (Bldg. B). (1100)

1018. CORRESPONDENCE WITH BRANCH OF SUPPLY OF PROCUREMENT DIVISION, 1930 to date. Correspondence relating to office supplies and equipment; records prior to 1930 in same file as material described in Serial 1092. (Daily, official.) 9 x 12 folders, 8 in., in wooden filing case drawer. R. 332 (Bldg. B). (1091)

DISTRICT 4 PROCUREMENT OFFICE

Veterans Administration Bldg., No. 52

The Milwaukee office of the Procurement Division was set up during August 1935 in the Veterans' Administration Bldg., with H. W. Werner, Deputy Procurement Officer, in charge, and Edward L. Carmichael acting as assistant. All records have been preserved, and copies of reports and statements have been forwarded to the State Office in Madison.

1019. REQUISITIONS, PURCHASE ORDERS, AND COMPLETED CONTRACTS, Sept. 1935 - Apr. 1936. Forms A-6 and A-7, requisitions for purchases, purchase orders, local purchase statements, receiving and inspection reports, abstract of bids received; record of the completed purchase or rental contracts which are filed six months after date of completion. Filed numerically by project numbers. (Daily, official.) 8 x 12 folders, 30 ft., in 15 cardboard transfer cases. Basement. (2921)

1020. REQUISITIONS FOR PURCHASES, ABSTRACT OF BIDS RECEIVED, AND PURCHASE ORDERS ISSUED, Sept. 1935 to date. Forms A-6 and A-7, active contracts; file contains data on purchases and rentals of materials and supplies requisitioned by the various projects. Filed numerically by project number. (Daily, official.) 8 x 10 folders, 60 ft., in 32 steel filing case drawers. Basement. (2926)

1021. PURCHASE CONTRACTS, PERSONNEL RECORDS, PROPERTY INVENTORY, AND GENERAL CORRESPONDENCE, Sept. 1935 to date. Correspondence relative to placing of contracts with prospective bidders, personnel records of office employees, interoffice correspondence, and inventory of Government property. (Daily, official.) 8 x 10½ folders, 4 ft., in 4 steel filing case drawers. Basement. (2920)

1022. RENTAL CONTRACTS, Sept. 1935 to date. Form 33, showing invitation, bid, and acceptance dates; describes articles rented, rate and total amount; attached is certificate of award signed by contracting officer. Filed by contract number. (Daily, official.) 9 x 12 folders, 8 ft. 6 in., in 5 steel filing case drawers. Basement. (2922)

1023. RENTAL CONTRACT CONTROL CARDS, Sept. 1935 to date. Form 2, record of contracts for rental of machinery and equipment used in WPA construction, showing contract number, owner of equipment, description of equipment, requisition number, hours, rate, and total amount paid per month. Filed by owner. (Daily, official.) 5 x 8 folders, 7 in., in steel card cabinet drawer. Basement. (2923)

1024. RENTAL CONTRACT AWARD CARDS, Sept. 1935 to date. Record of contracts awarded for teams and trucks in Districts 3 and 4; gives name of owner, project and requisition numbers, dates of proposal and award, contract number, and description of items. Filed alphabetically by owner. (Daily, official.) 5 x 8 cards, 5 in., in steel card cabinet drawer. Basement. (2924)

1025. REJECTED BIDS AND OLD TRANSMITTAL SHEETS, Sept. 1935 to date. Original copies of unsuccessful or rejected bids, together with old transmittal sheets. (Never.) 8½ x 10½ folders, 28 ft., in 14 transfer cases. Basement. (2925)

GREENDALE PROJECT PROCUREMENT OFFICE
Resettlement Administration Bldg.,
S. 76th St. and W. Grange Ave.

This office was established December 26, 1935, with quarters in the Milwaukee County Courthouse. May 11, 1936, it was moved to its present location, a frame, one-room building, at the Greendale project (O.P. 56-89) which it serves. Weekly project reports and purchase orders are sent to Washington; other records are retained.

Purchases

1026. PROSPECTIVE BIDDERS, FOLLOW-UP FILE, Jan. 1936 to date. List of firms invited to submit competitive bids for material to be

used in construction of project; copies of correspondence to firms requesting that their names be placed on mailing list of bidders. Filed alphabetically. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in filing case. (1709)

1027. PURCHASE ORDERS, Jan. 1936 to date. Approved purchase orders for all materials used in the construction of the project. Filed numerically. (Daily, official.) 10 x 12 folders, 8 ft., in 3 steel filing case drawers. (1707)

1028. WASHINGTON PURCHASE ORDERS, Jan. 1936 to date. Copies of purchase orders made out at Washington for materials advertised for bid; invoices and inspection reports have been received and placed in the permanent file with purchase orders. (Daily, official.) 10 x 12 folders, 10 in., in steel filing case drawer. (1705)

1029. PURCHASE ORDER SUSPENSE FILE, Apr. 1936 to date. Purchase orders for material used in the construction of the project awaiting invoices and inspection reports. Filed numerically. (Daily, official.) 10 x 12 folders, 1 ft., in steel filing case drawer. (1708)

1030. WASHINGTON PURCHASE ORDER SUSPENSE FILE, May 1936 to date. Copies of purchase orders issued from Washington, but for which no invoices or inspection reports have been received. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in steel filing case drawer. (1704)

Rentals

1031. EQUIPMENT RENTAL SUSPENSE FILE, Dec. 13, 1935 to date. Record of incomplete equipment rentals held in this file pending receipt of invoices or inspection reports. (Daily, official.) 10 x 12 folders, 1 ft. 4 in., in steel filing case drawer. (1711)

1032. EQUIPMENT RENTAL CORRESPONDENCE, Jan. 1936 to date. Invoices and correspondence with firms renting equipment to project. (Semi-weekly, official.) 10 x 12 folders, 6 in., in steel filing case drawer. (1710)

1033. EQUIPMENT RENTALS, May 1936 to date. Record of complete equipment rentals, including invoices and inspection reports. (Daily, official.) 10 x 12 folders, 1 ft., in steel filing case drawer. (1712)

Correspondence

1034. CORRESPONDENCE, Jan. 1936 to date. Copies of correspondence with various companies, minutes of office meeting, office schedules, supply schedules, applications, weekly progress reports, equipment rentals, material inspections and additional funds for open market purchases. Filed alphabetically by subject. (Daily, official.) 10 x 12 folders, 1 ft. 4 in., in steel filing case drawer. (1706)

BUREAU OF PUBLIC HEALTH SERVICE

BUREAU OF PUBLIC HEALTH SERVICE

LA CROSSE

SECOND CLASS RELIEF STATION
Hoeschler Bldg., 115 S. Fifth Ave.

This Station was established about 1912. The office was located in the Linker Building up to 1930; it then moved to its present quarters. Some of the records of this agency have been destroyed on authorization from Washington. The originals of the hospital records, accident reports, and reports concerning personnel are sent to the Washington at regular intervals.

1035. PROPOSAL BIDS AND CORRESPONDENCE, 1921 to date. Letters requesting information on injuries and proposal bids for ambulance service, burial of deceased patients, and hospital care of contagious and noncontagious diseases. (Semi-annually, official.) 10 x 12 folders, 6 in., in wooden filing case. R. 510. (271)

1036. EMPLOYEE PATIENTS, 1922 - 1935. List of Government employees who have been confined in hospital for treatments with length of and reason for confinement. Filed chronologically. (Annually, official.) 5 x 8 cards, 2½ in., in wooden filing case. R. 510. (270)

1037. COMPENSATION LIST, 1924 - 1935. Record of all injuries sustained by Government employees. Filed alphabetically. (Never.) 5 x 8 cards, 6 in., in wooden filing case. R. 510. (272)

1038. GOVERNMENT REPORTS AND CORRESPONDENCE, 1928 to date. Relate number of Government patients for month, telephone expenses, salaries, absences, pay patients, hospital reports, personnel, annual reports, supplies, etc. (Never.) 10 x 12 folders, 1 ft. 6 in., in wooden filing case. R. 510. (269)

MANITOWOC

THIRD CLASS RELIEF STATION
811 York St.

The exact date for the establishment of this station has not been ascertained, although Dr. A. C. Fraser is known to have been the first physician in service here and is also known to have been in service some few years later than 1872. Hospital patients in the past have been treated at the Holy Family Hospital of this city, which acts also as a Marine Hospital.

Master's certificates of sick and injured seamen dating prior to 1923 have been destroyed on authority; other useless papers are burned on advice from Washington. Originals of the following duplicate forms are sent monthly to Washington: In-patient cards, Medical Officer's Report of Relief, Public Vouchers for Purchases and Services other than Personal, Public Vouchers for the Care of Hospital Patients, and Pay Rolls for Personal Services (Short Form). Tri-monthly are sent Monthly Personnel Reports, Reports of Encumbrances, Requisitions for Supplies and Equipment, and Purchase Authority. Annually reports of operations, physical examinations, property return, and a summary of the years work are also sent.

1039. LETTERS, June 29, 1900 - Aug. 1, 1919. From Washington. (Never.) 9 x 11 gum stub binders, 6 in., in old trunk. Basement Storage. (205)

1040. RECORD OF LETTERS AND PAPERS RECEIVED, Jan. 4, 1901 - Aug. 14, 1912. Date received, date, from whom received, subject, and remarks; discontinued, letters themselves are now filed. (Never.) 8 x 10½ vol., 1 1/8 in., in wooden cabinet. Supply Room. (202)

1041. RECORD OF PROPERTY AND PROPERTY RETURN, 1901 - 1919; 1921 - 1922. List of property on hand, giving articles, on hand at last return, date, received since last return, total to be accounted for, dropped by authority, sold by authority, on hand, worn out or otherwise unfit for use, serviceable, and remarks; duplicates, originals sent to Surgeon General. (Never.) 9 x 14 vols. (3), 3 in., in wooden cabinet and old trunk. Supply Room and Basement Storage. (208, 207, 209)

1042. REGISTER OF HOSPITAL PATIENTS, Jan. 1901 - Nov. 1914. Register of patients in the hospital, giving number of permit, name of seaman, age in years, nativity, name of vessel, date of admission, disease, or injury, subsequent complications, date of discharge or death, result, date of extension, days in hospital, and remarks; discontinued in favor of card system. Entered chronologically. (Never.) 9 x 14 vol., 1½ in., in wooden cabinet. Supply Room. (203)

1043. REGISTER OF PERMITS, Jan. 8, 1901 - May 22, 1926. Issued to persons seeking medical attention, giving permit number, date, name, age, nativity, name of vessel, period of last service, length of American service, number of days for which permit is granted, disease, result, date of discharge, remarks; discontinued; similar

later records reported on Abstract 214. (Never.) 11 x 14½ vols., 1 3/4 in., in wooden cabinet. Basement Storage. (210)

1044. LETTERS, Feb. 1901 - Aug. 1923. Copies of outgoing correspondence. Alphabetical index. (Rarely, official.) 10 x 12½ vols. (2), 2½ in., on wooden cabinet. 1 vol. binding broken, ink faded. Supply Room. (212)

1045. REGISTER OF OUT-PATIENTS, Feb. 26, 1901 - Apr. 20, 1926. Number, name, age, nativity, last vessel, period of last service, patient's statement of previous relief, when, where, and for what disease, present disease or injury, date, and kind of relief furnished; discontinued in favor of card system. (Never.) 10½ x 15 vol., 1¼ in., in wooden cabinet. Basement Storage. (211)

1046. RECORD OF MEDICAL INSPECTION OF SEAMEN, Dec. 28, 1907 to date. For seamen and all civil service employees, such as postal clerks and carriers, coast guard members, lighthouse keepers, and assistant keepers, giving name, date, nativity, length of American service, vessel, shipping, at whose request examined, examiner's certificate, passed or rejected, and remarks. (Occasionally, official.) 9 x 13½ vol., 1 in., in wooden cabinet. Supply Room. (204)

1047. CIRCULAR LETTERS, 1908 - 1920. From Washington. (Never.) 9 x 13 gum stub binder, 3 in., in old trunk. Basement Storage. (206)

1048. REPORT OF ENCUMBRANCES, 1914 - 1919; 1925 to date. Form 1982-E, giving station, date, allotment, appropriation, amount of quarterly allotment, purchase order number, date of encumbrance, payee, article or service, amount of encumbrance, balance unencumbered, total encumbrances for month, total quarterly encumbrances to date, and balance available, with signature of certifying officer. (Rarely, official.) 8½ x 13½ folded forms, 7 in., in card cabinet drawer, in old trunk. Basement Storage and Office. (215)

1049. OUT-PATIENT RECORD, 1919 to date. Form 1971-E, record of treatment, examination, and case record. (Current frequently, official.) 5 x 8 cards, 1 ft. 7 in., in 3 card cabinet drawers. Basement Storage. (216)

1050. IN-PATIENT RECORD, 1923 to date. Form 1971-F, giving name of patient, address, date and place of birth, religion, sex, race, marital status, occupation, diagnosis, operations, disposition, and remarks. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 1 ft., in 2 card cabinet drawers. Basement Storage. (214)

1051. MASTERS' CERTIFICATES OF SICK OR INJURED SEAMEN, 1923 to date. Form 1915, giving signatures of master and seaman and

description of seaman; attached is copy of prescriptions for medicine. (Current daily, official.) Variously-sized bundles, 5 ft., in trunk and on office safe. Basement Storage and Office. (213)

1052. GENERAL FILE, 1925 to date. Form 1, purchase authority; Form 1922-A, Medical Officer's monthly reports of relief; Form 1905, requisitions for supplies and equipment; Standard Form 36, continuation schedule for Standard Form 31 or 33 (supplies); Form 1917-A, monthly personnel reports; Standard Form 1013d, pay rolls for personal services (short form); Standard Form 1013e, pay rolls for personal services (short form); Form 1926, vouchers for the care of hospital patients; Standard Form 1034, public vouchers for purchases and services other than personal; also correspondence, circular letters, reports, bulletins, instructions, etc. Forms attached. (Occasionally, official.) 9 x 12 covers, 1 ft., in filing case drawer. Office. (217)

MILWAUKEE

THIRD CLASS RELIEF STATION

(A) Federal Bldg., 517 E. Wisconsin Ave.
(B) St. Mary's Hospital, N. Lake Drive

This office was established about 1878. Housed for a time at 437 Milwaukee Street (old address), it was located in the Iron Block from 1890 to 1914, when it moved to its present quarters in the Federal Building. A number of the ordinary routine records have been destroyed upon authorization of the Surgeon General, as noted on some of the serials. The important records are retained in the Federal Building. Reports on work are sent to Washington; copies of these reports are kept in the local file. One bound volume is in possession of the Sister Superior of St. Mary's Hospital, the official hospital for patients of the Public Health Service in Milwaukee.

1053. CORRESPONDENCE, Aug. 1882 to date. Pertaining to treatment and hospitalization of eligible persons. (Daily, official.) 8 x 10½ vols. and folders, 6 ft., in steel filing case drawer and on shelf in wooden cabinet. R. 560 E (Bldg. A). (1234)

1054. REGISTER OF PERMITS TO ENTER HOSPITAL, 1909 - Mar. 1920. Record of patients permitted to enter St. Mary's Hospital as beneficiaries of the Public Health Service, showing name, age, nativity, and affliction of patient, duration of hospitalization, date of discharge, amount of expenses paid, and remarks. (Never.) 11 x 15 vol., 2 in., in filing case drawer. Sister Superior's Office (Bldg. B). (1244A)

1055. IN-PATIENT RECORD, Dec. 1912 to date. Record of hospitalized beneficiaries of Public Health Service. (Current daily, official.) 5 x 8 folders and cards and 10½ x 15 vols. (2), 3 ft. 2 in., in 3 steel filing case drawers and in wooden cabinet. R. 560 E (Bldg. A). (1241, 1242)

1056. OUT-PATIENT RECORD, Dec. 1912 to date. Date and kind of treatment given to beneficiaries of Public Health Service. (Current daily, official.) 5 x 8 cards and 10½ x 15 vols. (2), 9 ft. 2 in., in 6 steel filing case drawers and in wooden cabinet. R. 560 E (Bldg. A). (1239, 1240)

1057. PROPERTY RETURN, July 1914 to date. Form 1903-A, complete record of all property on hand or under the jurisdiction of this office. (Monthly, official.) 3½ x 8 clipped sheets, 2 ft., in wooden filing case drawer. R. 560 E (Bldg. A). (1236)

1058. PROPERTY INVOICES AND RECEIPTS, Mar. 1, 1920 to date. Copies of Forms 9205-C, 1902-I, and 1904-B, showing property received from Medical Surveyor, Supply Station, Perry Point, Md. (records prior to this destroyed; order issued to destroy those prior to 1923). (Seldom, official.) Variously sized folders, 3 in., in steel filing case drawer. R. 560 E (Bldg. A). (1243)

1059. ANNUAL, SEMI-ANNUAL, AND MONTHLY REPORTS OF OFFICE ACTIVITY, July 1920 to date. Forms 1934, 1934A, and 1971-L, reporting the medical inspection of seamen and hospitalization of beneficiaries of the Public Health Service (originals sent to Surgeon General in Washington). Filed chronologically. (Seldom, official.) Variously sized folders, 3 in., in steel filing case drawer. R. 560 E (Bldg. A). (1244)

1060. MEMORANDA OF BILL OF LADING AND GOVERNMENT BILL OF LADING ORDER, Mar. 1921 to date. Form 2149-C, giving number and description of boxes or packages and contents (records prior to Mar. 1921 destroyed). (Never.) 8½ x 11 folders, 2 in., in wooden-faced steel drawer. R. 560 E (Bldg. A). (1233)

1061. REQUISITIONS FOR MEDICAL SUPPLIES AND EQUIPMENT, Jan. 1927 to date. Copies of letters and Form 1905 (records prior to this destroyed on authorization of Surgeon General dated Jan. 30, 1930). (Seldom, official.) 8 x 10½ folders, 3 in., in steel filing case drawer. R. 560 E (Bldg. A). (1235)

1062. REPORT OF ENCUMBRANCES AND ALLOTMENTS, Jan. 1927 to date. Form 1982-E, for personnel and hospital maintenance. (Monthly, official.) 8 x 10½ folders, 4 in., in steel filing case drawer. R. 560 E (Bldg. A). (1237)

1063. REQUEST FOR TREATMENT OF INJURY UNDER U. S. EMPLOYEES' COMPENSATION ACT, Jan. 1930 to date. Requests for medical treatment and masters' certificates of services for sick or injured seamen

(records prior to this date destroyed on order of Bureau Circular 61, dated May 15, 1934). (Daily, official.) 8 x 10½ folders, 4 ft., in 2 steel filing case drawers. R. 560 E (Bldg. A). (1238)

SHEBOYGAN

THIRD CLASS RELIEF STATION
Residence of Health Officer, 910 New York St.

This station was established in 1902. Records prior to 1919, the date of the present incumbency, have been destroyed. Since that time all records have been retained.

1064. RECORD OF MEDICAL INSPECTION OF SEAMEN, 1902 to date. Name, date, age, activity, how long an American seamen, vessel, at whose request examined, and whether approved or rejected. Arranged chronologically. (Rarely, official.) 11½ x 14 vols., 2 in., in desk drawer. Office. (144)

1065. REGISTER OF OUT-PATIENTS, Apr. 23, 1902 to date. Name, age, occupation, date and details of any previous treatment if any, and date and details of present treatment. Arranged chronologically. (Monthly, official.) 10 x 16 vols., 1 in., in wooden desk drawer. Office. (139)

1066. REGISTER OF PERMITS, Oct. 1902 to date. Permit number, date, name, age, activity, period of last service, length of American service, duration of permit, diagnosis, results, and date of discharge. Arranged chronologically. (Annually, official.) 11 x 16 vols., 3 in., in desk drawer. Office. (140)

1067. ANNUAL REPORT, 1919 to date. Copy of resume of year's activity. Arranged chronologically. (Rarely, official.) 8 x 10½ loose sheets, ¼ in., in wooden filing case drawer. Office. (147)

1068. ANNUAL REPORT OF SURGICAL OPERATIONS, 1919 to date. Record of number of operations performed, kind or classification; for both in-patients and out-patients. Arranged chronologically. (Annually, official.) 8 x 14 loose sheets, ½ in., in wooden drawer. Office. (142)

1069. MASTERS' CERTIFICATES OF SERVICE OF SICK OR INJURED SEAMEN, 1919 to date. Form 1915, giving place, date, name of seamen, vessel, official registry number, and description of person seeking treatment, with signatures of seaman and Master. Arranged chronologically. (On presentation, as identification.) 8 x 10½ loose papers, 3 in., in wooden filing drawer. Office. (141)

1070. MEDICAL OFFICER'S MONTHLY REPORT OF RELIEF, 1919 to date. Form 1922, giving station, date, class of beneficiary or patient, hospital relief, out-patient relief, examination, and recapitulations of totals. Arranged chronologically. (Annually, official.) 8 x 10½ loose sheets, 3/4 in., in wooden filing drawer. Office. (143)

1071. MISCELLANEOUS MATTERS, 1919 to date. Regulations, instructions, memoranda, circular letters, and letters from the Bureau. Arranged chronologically. (Monthly, official.) 8 x 10½ loose sheets, 8 in., in wooden filing case drawer. Office. (148)

1072. PROPERTY RETURN, 1919 to date. Annual report on property on hand at beginning of year, property received, returned, or destroyed during year, and on hand at end of year; copy. Arranged chronologically. (Never.) 8 x 12 loose sheets, ½ in., in wooden filing case drawer. Office. (145)

1073. REPORT OF ENCUMBRANCES, 1919 to date. Monthly report on pay roll, medicines, hospital care, X-ray, anaesthetic, and other articles or services. Arranged chronologically. (Annually, official.) 8½ x 14 loose sheets, 2½ in., in wooden filing case drawer. Office. (146)

SUPERIOR

SECOND CLASS RELIEF STATION
Columbia Bldg., 918 Tower Ave.

In 1917 Dr. Schnell was appointed medical examiner for the port's Second Class Relief Station. Those eligible for medical aid are: seamen, lighthouse employees, members of the coast guard service, and postal workers. When injury or illness does not require hospitalization, patients are treated at the office of the medical examiner; otherwise they are cared for at St. Mary's Hospital of this city by a contract arrangement between the Federal Government and the hospital. The office has always been located in the Columbia Building. All of its records are preserved. Work reports are sent to Washington.

1074. IN-PATIENT OFFICE RECORD, 1917 to date. Record of all cases entering hospital, with authority for admission, vessel, diagnosis, cause of injury, date of injury, and list of treatments. Filed numerically. (Frequently, official.) 3 x 8 cards, 3 ft. 6 in., in wooden card cabinet. 4th Floor. (183)

1075. OUT-PATIENT OFFICE RECORD, 1917 to date. Record of all non-hospitalized cases treated, with authority, vessel, diagnosis, cause of injury, date of injury, and list of treatments. Filed numerically.

(Frequently, official.) 3 x 8 cards, 3 ft. 9 in., in wooden card cabinet. 4th Floor. (184)

1076. CASES, 1917 to date. Diagnosis, temperature chart, treatments, and discharge order. (Frequently, official.) 9 x 12 folders, 25 ft., in steel filing cases. 4th Floor. (185)

TWO RIVERS

COAST GUARD RELIEF STATION
Schroeder Bldg., 1421 - 17th St.

The only available information places Dr. Farrell, deceased, as the first physician at this station. He was known to have been in service some time prior to 1911. So-called useless papers are burned; a monthly report of Coast Guard patients admitted to treatment is sent to the Commandant of the Coast Guard, at Washington; and a medical officer's monthly report of relief is sent to the Surgeon General.

1077. GENERAL FILE, 1924 to date. Form 1922-A, Medical Officer's monthly report of relief, applications for relief for the personnel of the Coast Guard, in-patient and out-patient cards, final medical certificates, public vouchers (for purchases, and services other than personal), applications for medical examination and treatment of sick or disabled employees in the Lighthouse Service at places where there is a Relief Station, applications for medical examination of Coast Guard Employees; letters received and carbon copies of letters sent. (Occasionally, official.) 11½ x 12 letter file, 3 in., in desk drawer. Waiting Room. (43)

UNIVERSIT
3 0425
Y3.W89
43
F317/
Sec.31
No.48

INVENTORY

OF

FEDERAL

ARCHIVES

HISTORICAL

RECORD

SURVEY

Works

Progress

Administration

Series III.

Department

of Treasury

No. 48.

WISCONSIN

1 9 3 8

UNIVERSITY OF KENTUCKY
3 0425 4695518 9

13.W89/2:
48
F3H/
Ser.3I
no.48

INVENTORY
of
FEDERAL ARCHIVES

SURVEY OF FEDERAL ARCHIVES
Division of
Women's and Professional Projects
Works Progress Administration

Series III. Department of Treasury
No. 48. Wisconsin

GOVERNMENT PUBLICATIO

UNIVERSITY OF KENTUCK
LIBRARIES

Madison, Wisconsin
THE HISTORICAL RECORDS SURVEY
1938

GOVERNMENT PUBLICATIONS

UNIVERSITY OF KENTUCKY
LIBRARIES

W P A
HANDICRAFT
PROJECT
8601
MILWAUKEE
WISCONSIN
SPONSORED BY
MILWAUKEE
COUNTY AND
MILWAUKEE
STATE TEACHERS
COLLEGE

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. 48. WISCONSIN

Madison, Wisconsin
The Historical Records Survey
1938

Paged 4/5/39
S.E.

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 Wisconsin the work of the Survey was directed by Mr. J. E. Boell from its inception in 1936 until its termination on June 30, 1937. This inventory of the records of the Department of the Treasury in Wisconsin was prepared in the Madison office of the Survey 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.

J. E. Boell
State Director,
Historical Records Survey
for Wisconsin

Madison, Wis.
June 30, 1938

CONTENTS

ACCOUNTS AND DEPOSITS, OFFICE OF THE COMMISSIONER OF — Page

Madison
State Accounts Office 2
State Disbursing Office 4
Milwaukee
Branch Accounts Office 5
Branch Disbursing Office 7

COMPTROLLER OF THE CURRENCY, OFFICE OF THE

Milwaukee, Office of National Bank Examiner 11

COAST GUARD

Baileys Harbor, Coast Guard Station 14
Green Bay
Commander's Office, 11th Dist. 15
Office of Supervisor of Telephone Lines 17
Kenosha, Coast Guard Station 19
Kewaunee, Coast Guard Station 20
Milwaukee
Coast Guard Station 284 21
Office of the Supt. of Construction and Repair 23
Plum Island, Coast Guard Station 26
Racine, Coast Guard Station 283 27
Sheboygan, Coast Guard Station 28
Sturgeon Bay, Coast Guard Station 29
Two Rivers, Coast Guard Station 30

CUSTOMS, BUREAU OF

Ashland, Office of Deputy Collector 35
Green Bay, Office of Deputy Collector 35
Manitowoc, Office of Deputy Collector 39
Marinette, Office of Deputy Collector 41
Milwaukee
Office of Appraiser 44
Headquarters Port, Office of Collector 45
Racine, Office of Deputy Collector 94
Sheboygan, Office of Deputy Collector 96
Superior, Office of Deputy Collector 97

INTERNAL REVENUE, BUREAU OF

Appleton
Accounts and Collections Unit, Office of Deputy Collector 101
Income Tax Unit, Office of Revenue Agent 101

INTERNAL REVENUE, COMMISSIONER OF (cont'd.) Page

Chippewa Falls
Accounts and Collections Unit, Office of Deputy Collector 102
Eau Claire
Accounts and Collections Unit, Office of Deputy Collector 103
Income Tax Unit, Office of Revenue Agent 104
Fond du Lac
Accounts and Collections Unit, Office of Deputy Collector 105
Income Tax Unit, Office of Revenue Agent 105
Green Bay
Accounts and Collections Unit, Office of Deputy Collector 106
Income Tax Unit, Office of Revenue Agent 108
Kenosha
Accounts and Collections Unit, Office of Deputy Collector 109
Income Tax Unit, Office of Revenue Agent 109
La Crosse
Accounts and Collections Unit, Office of Deputy Collector 110
Income Tax Unit, Office of Revenue Agent 110
Manitowoc
Accounts and Collections Unit, Office of Deputy Collector 111
Milwaukee
Office of Collector 112
Alcohol Tax Unit, Office of Investigator in Charge 146
Income Tax Unit, Office of Revenue Agent in Charge 151
Intelligence Unit, Office of Intelligence Agent in Charge 155
Oshkosh
Accounts and Collections Unit, Office of Deputy Collector 156
Income Tax Unit, Office of Revenue Agent 156
Racine
Accounts and Collections Unit, Office of Deputy Collector 157
Sheboygan
Accounts and Collections Unit, Office of Deputy Collector 158
Income Tax Unit, Office of Revenue Agent 158
Stevens Point
Accounts and Collections Unit, Office of Deputy Collector 159

INTERNAL REVENUE, COMMISSIONER OF (cont'd.) Page

Superior
Accounts and Collections Unit, Office of Deputy Collector 159
Income Tax Unit, Office of Investigator in Charge 160
Waukesha
Accounts and Collections Unit, Office of Deputy Collector 161
Wausau
Accounts and Collections Unit, Office of Deputy Collector 161
Income Tax Unit, Office of Revenue Agent 162

PROCUREMENT DIVISION

Madison, State Procurement Office 164
Milwaukee
Office of Custodian 170
District 4 Procurement Office 170
Greendale Project Procurement Office 171

PUBLIC HEALTH SERVICE, BUREAU OF

La Crosse, Second Class Relief Station 174
Manitowoc, Third Class Relief Station 174
Milwaukee, Third Class Relief Station 177
Sheboygan, Third Class Relief Station 179
Superior, Second Class Relief Station 180
Two Rivers, Coast Guard Relief Station 181

OFFICE OF THE COMMISSIONER OF ACCOUNTS AND DEPOSITS

OFFICE OF THE COMMISSIONER OF ACCOUNTS AND DEPOSITS

MADISON

STATE ACCOUNTS OFFICE
149 E. Wilson St.

This office was established in July 1935. Monthly and semi-annual reports are sent to Washington.

1. ABSTRACT OF ALLOTMENT LEDGER SHEETS, 1935 to date. Arranged numerically. (Daily, official.) 12 x 14 loose-leaf books, 40 ft., on wooden shelves. 1st floor. (1666)

2. ADMINISTRATIVE PERSONNEL AUTHORIZATIONS, 1935 to date. WPA Form GO-1032, giving proposed and present position, reason for request, pay roll dates, classification, recommendation, and approval. Arranged numerically. (Monthly, official.) 12 x 14 folders, 4 ft., in steel filing case. 1st floor. (1659)

3. ADVICE OF ALLOTMENT AND ADVICE OF CHANGE IN ALLOTMENT, 1935 to date. Forms A-3 and A-3a, giving date, reference number, audited vouchers, encumbrances, allotment, and unencumbered balance of allotment. Filed numerically by project number. (Daily, official.) 12 x 14 folders, 12 ft., in 6 steel filing case drawers. Basement. (1652)

4. ALLOTMENTS, 1935 to date. Forms A-3 and A-3a. Arranged numerically. (Occasionally, official.) 12 x 14 folders, 12 ft., in steel filing cases. 1st floor. (1663)

5. CONTRACTS ON PROJECTS, COMPLETED AND DEAD, 1935 to date. Arranged numerically. (Occasionally, official.) 12 x 14 folders, 36 ft., in steel filing cases. Basement Vault. (1662)

6. CORRESPONDENCE, 1935 to date. With Washington and Milwaukee. Filed alphabetically. (Daily, official.) 12 x 14 folders, 16 ft., in steel filing cases. 1st floor. (1660)

7. CORRESPONDENCE, 1935 to date. On office administration and on projects. Filed alphabetically. (Rarely, official.) 12 x 14 folders, 14 ft., in steel filing cases. 1st floor. (1664)

8. DAILY REGISTER OF TRANSACTIONS, 1935 to date. Form B-15. Arranged numerically. (Daily, official.) 12 x 14 loose-leaf books

(21), 18 ft., on wooden shelf. 1st floor. (1667)

9. NOTICES BY ACCOUNTANT IN CHARGE, EXCEPTION, REJECTION, AND CORRECTION, 1935 to date. Forms A-17, exception, A-17a, rejection, and A-17b, correction. Arranged numerically. (Daily, official.) 12 x 14 folders, 4 ft., in steel filing case. 1st floor. (1658)

10. NOTICES OF MISCELLANEOUS ENCUMBRANCES AND CHANGES IN ENCUMBRANCES, 1935 to date. Forms A-5 and A-5a, giving date, particulars, voucher, and encumbrance data, with signature; Form A-6, requisitions for purchases, giving item, quantity, unit, description of articles, estimated cost, and total; requests for bills of lading, giving number and kind of packages, description of articles, weight, date of shipment, and estimated shipping charges. Arranged numerically. (Daily, official.) 12 x 14 folders, 54 ft., in steel filing cases. 1st floor. (1656)

11. PARTIAL PAYMENT RECORD, CONTRACTS, 1935 to date. Form A-18, giving date of voucher, voucher numbers, particulars, account, and balance. Filed alphabetically. (Daily, official.) 12 x 14 folders, 32 ft., in steel filing cases. 1st floor. (1657)

12. PRESIDENT'S LETTERS, 1935 to date. Advance notices on projects. (Frequently, official.) 10 x 12 loose-leaf books, 5 ft., on wooden shelf. 1st floor. (1665)

13. PUBLIC VOUCHERS FOR PURCHASES AND SERVICES OTHER THAN PERSONAL, 1935 to date. Standard Form 1034, giving appropriation, symbols, dates, number and date of order, date of delivery, articles or services, quantity, unit price, amount, and total. Arranged numerically. (Daily, official.) 12 x 14 folders, 22 ft., in steel filing cases. 1st floor. (1655)

14. SCHEDULE OF DISBURSEMENTS, 1935 to date. Standard Form 1064, giving symbol, date, voucher number, payee, and amount, with signature. Form attached. Arranged numerically. (Daily, official.) 12 x 14 folders, 10 ft., in steel filing cases. 1st floor. (1654)

15. STATEMENT OF CONTROL ACCOUNTS, 1935 to date. Form C-1, giving debit and credit accounts, funds, allotments, warrants, transfers, etc., with certification and signature of Accountant-in-Charge, Filed chronologically. (Frequently, official.) 22 x 25 loose-leaf books (5), 3 ft., on shelf. 1st floor. (1668)

16. VOUCHER DISTRIBUTION AND PAY ROLL ROUTING SLIPS, 1935 to date. Form A-4, giving symbols, numbers, object of expenditure, code, amount, and encumbrance data; Form D-53, giving services, deductions, type of pay roll. Arranged numerically. (Daily, official.) 12 x 14 folders, 120 ft., in steel filing cases. 1st floor. (1653)

17. WORK PAPERS, 1935 to date. Arranged numerically. (Daily, official.) 12 x 14 folders, 406 ft., in tin and cardboard file boxes. 1st floor. (1661)

STATE DISBURSING OFFICE
149 E. Wilson St.

The Madison office was established July 15, 1935. There has been no reorganization since that date. All records are intact, none having been lost or destroyed. So-called "useless" papers are kept on file, and the originals or copies of all records are regularly sent to Washington.

18. ACCOUNT CURRENT AND SUPPORTING PAPERS (SYMBOL 8401), ALL WPA FUNDS, 1935 to date. Summary statement of adjustments; schedule of advances under Subsistence Expense Act of 1926; Forms 1 and 6599; schedule of advances to agent cashiers, schedule of treasury deposits, transfer from funds to other disbursing symbols; schedule of vouchers paid, listed by official projects and by appropriation symbol for each ten-day period; disbursements, schedule of deposits; schedule of checks (void no issue), schedule of checks (void substitute issue); statement of depository balances, schedule of uncollectible checks, and detailed analysis of collections. (Daily, official.) 9 x 12 folder, 1 ft. 6 in., in two steel drawers in vault. 2d floor. (1377)

19. ACCOUNT CURRENT AND SUPPORTING PAPERS (SYMBOL 894-345), OTHER FUNDS, 1935 to date. Ten-day statement of balances, disbursements; schedule of deposits, schedule of checks (void no issue), schedule of checks (void substitute issue); statement of depository balances, schedule of uncollectible checks, summary of collections, detailed analysis of collections, and schedule of vouchers paid, listed by official projects and by appropriation symbol for each ten-day period (symbol 894-345). (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in 2 steel drawers in vault. 2d floor. (1371)

20. BANK STATEMENTS, 1935 to date. Issued monthly by Federal Reserve Bank of Chicago. (Daily, official.) 8 x 15 vols., 3 ft., on wood shelves in vault. 2d floor. (1372)

21. GENERAL ACCOUNTING OFFICE EXCEPTIONS, 1935 to date. Exceptions pending, answered, and allowed. Filed numerically. (Daily, official.) 5 x 8 cards, 8 ft., in steel filing cases in vault. 2d floor. (1379)

22. LETTERS OF TRANSMITTAL, 1935 to date. Giving name of person to whom checks are sent, numbers of checks, and request that check be examined and receipt be sent back to this office, with signature; used as a receipt. (Daily, official.) 9 x 12 folders, 2 ft., on wooden shelves in vault. 2d floor. (1378)

23. PROGRESS SHEETS IN TRIPLICATE, 1935 to date. Division of Disbursement Form 1691, work sheets, supported by copy of schedule disbursements, giving lot number, symbol, dates, schedule number, number of vouchers, number of checks, amount of appropriations, and accounts charged. Filed chronologically by symbols on original copy; duplicate and triplicate filed consecutively by lot numbers. (Daily, official.) 8½ x 10½ vols., 30 ft., on wooden shelf in vault. 2d floor. (1381)

24. REGISTER OF VOUCHERS RECEIVED, 1935 to date. Date and hour received, bureau schedule number, amount, lot number, and dates when paid and returned. (Daily, official.) 8 x 12 vols., 1 ft., on wooden shelf in vault. 2d floor. (1380)

25. ORIGINAL CHECKS, 1935 to date. Bound and sealed in packages containing 5000 checks. (Daily, official.) 8½ x 16 3/4 paper packages, 37 ft., on wooden shelves in vault. 2d floor. (1375)

26. WPA CHECKS (SYMBOL 8401), 1935 to date. For Forestry, Plant Quarantine, Soil Conservation, Water Conservation, Internal Revenue, U.S. Coast Guard, Veteran's Administration Facility, Resettlement for Wisconsin, Minnesota and Michigan, Census Bureau, and National Youth Administration. (Daily, official.) 8½ x 16½ vols. (196), 16 ft. 6 in., on wooden shelves in vault. 2d floor. (1373)

27. WPA CHECKS (SYMBOL 8401-30), 1935 to date. Copies of checks for personal services and miscellaneous vouchers for materials, supplies, etc. Filed numerically. (Daily, official.) 8½ x 16½ vols. (1680), 140 ft., on wooden shelves in vault. 2d floor. (1376)

28. WPA CHECKS (SYMBOL 62-623), 1935 to date. Checks for the Keshena Indian Agency project; also symbol 894-345, dealing with theatrical project; all records kept three years. (Daily, official.) 8½ x 16½ vols. (10), 10 ft., on wooden shelves in vault. 2d floor. (1374)

MILWAUKEE

BRANCH ACCOUNTS OFFICE
County Courthouse, W. Kilbourne Ave. and N. 9th St.

This office was established in July 1936, as a branch of the office in Madison, in order to facilitate the supervision of allocations from the work relief fund provided by Congress in the Emergency Relief Appropriation Act of 1935. Its immediate purposes are to check upon administrative officers who incur obligations against the fund, to check upon disbursing officers who make payment from the fund, and to furnish the Department statistical evidence, through ten-day reports,

on the financial status of each project and the reflected physical progress of the program. Records dating prior to July 1936 have been transferred from Madison. All records are retained.

29. DAILY REPORT OF ATTACHMENT BALANCES, July 1936 to date. Form 16, giving official project number, allotment number, unliquidated encumbrances, unencumbered allotments, items paid before cut off, and items paid after cut off. (Daily, official.) 12 x 18 loose-leaf books, 2½ in., on top of filing cabinet. NW. corner room, 6th floor. (3050)

30. DROUGHT RELIEF GRANTS FOR INDIVIDUALS, Mar. 1936 to date. Form A-4, record of grants for direct relief in the drought areas in Wisconsin, giving voucher number, official project number, allotment number, location and type of work symbol, appropriation symbol, object of expenditure, code number, and amount of grant. Arranged numerically by voucher number and official project number. (Daily, official.) 10½ x 13 covers, 16 ft., in 8 steel filing case drawers. NW. 6th floor. (3042)

31. CORRESPONDENCE, July 1936 to date. Correspondence with Madison, and Washington. Arranged chronologically. (Daily, official.) 8 x 10½ covers, 2 ft., in steel filing case drawer. NW. 6th floor. (3048)

32. LOAN VOUCHERS, Apr. 1936 to date. Form RA-FI-5A, record of direct relief loans to farmers in the drought area, giving location, name and address of recipient, name of disbursing officer, and statement of account. Arranged numerically by counties and alphabetically by name of recipient. (Daily, official.) 8½ x 10½ covers, 86 ft., in 43 steel filing case drawers. NW. 6th floor. (3043)

33. REQUISITIONS PAID, WITH PURCHASE ORDERS ATTACHED, July 1936 to date. For all purchases made for Resettlement Administration activities. Arranged numerically by appropriation number and filed by official project number. (Weekly, official.) 8½ x 10½ covers, 6 ft., in 3 steel filing case drawers. NW. 6th floor. (3041)

34. PROJECT PAY ROLL SLIPS, July 1936 to date. Form D53, giving amount of salary of employees. Arranged numerically by voucher number and filed by official project number. (Daily, official.) 4 x 8½ loose forms, 1 ft. 6 in., in steel filing case drawer. NW. 6th floor. (3049)

35. PAY ROLL SHEETS AND VOUCHERS, July 1936 to date. Form 1074, record of payments due for salaries and wages, giving name and address of employees, rate of compensation, allowance, gross amount earned, deducations, net amount paid, and remarks. Filed by official project number. (Daily, official.) 10½ x 13 covers, 46 ft., in 23 steel filing case drawers. NW. 6th floor. (3040)

36. RECORD OF TRAVEL AUTHORIZATIONS, Aug. 1935 to date. Form RA-BM15. Arranged chronologically. (Weekly, official.) 10½ x 13 covers, 2 ft., in steel filing case drawer. NW. 6th floor. (3039)

37. RELIEF GRANTS, May 15, 1936 to date. Form RA-FI-8A, for grants to farmers for direct relief in stricken agricultural areas of Wisconsin, giving appropriation symbol, project number, name and address of recipient, case number, case for relief, payment vouchers, amount, and check number. Arranged by counties. (Daily, official.) 8 x 10½ covers, 66 ft., in 33 steel filing case drawers. NW. 6th floor. (3047)

38. SCHEDULE OF ADJUSTMENTS, July 1936 to date. Form 1081, giving amounts debited and credited and voucher number. Arranged numerically by voucher number. (Daily, official.) 8 x 10½ covers, 2 ft., in steel filing case drawer. NW. 6th floor. (3045)

39. SCHEDULE OF DISBURSEMENTS, Nov. 1935 to date. Form 4064, giving name of disbursement office, voucher number, name of payee, and loan number. Arranged numerically by voucher number. (Daily, official.) 8 x 10½ covers, 12 ft., in 6 steel filing case drawers. NW. 6th floor. (3046)

40. ADJUSTMENT VOUCHERS, July 1936 to date. Form 1080, for adjustments between appropriations and funds, giving voucher number, date of order, date of delivery, article or service, quantity, unit price, and amount. Arranged numerically by voucher number. (Daily, official.) 8 x 10½ covers, 2 ft., in steel filing case drawer. NW. 6th floor. (3044)

BRANCH DISBURSING OFFICE

Milwaukee County Courthouse, W. Kilbourn Ave. and 9th St.

This office was established in August 1936 to aid in the disbursement of the funds appropriated by the Emergency Relief Appropriation Act of 1935. It is a branch office of the main office at Madison, Wisconsin.

41. CORRESPONDENCE, Aug. 1936 to date. Correspondence with Madison, Washington, St. Paul, Lansing, and interoffice. Arranged chronologically. (Daily, official.) 8½ x 12 covers, 2 ft., in steel filing drawer. 6th floor, W. side center. (3030)

42. REMAIL FILE, Aug. 1936 to date. Record of all checks returned as undeliverable for want to correct address of payee; after correct address has been ascertained, checks are remailed; forms give name and address of payee, check number, amount, date, payroll number,

and reason why not delivered in first instance. Arranged alphabetically by name of payee. (Daily, official.) 3⅓ x 9½ forms, 1 ft. 2 in., in steel filing drawer. 6th floor, W. side center. (3029)

43. STOP PAYMENTS OF CHECKS, Aug. 1936 to date. Correspondence pertaining to lost and mutilated checks on which payment has been stopped until investigation has been made. Arranged alphabetically by name of payee. (Weekly, official.) 9 x 12 covers, 4 in., in steel filing drawer. 6th floor, W. side center. (3031)

44. DAILY RECORD OF OUTGOING VOUCHERS, Aug. 1936 to date. Record of all vouchers, giving date, symbol number, voucher number, and remarks. Arranged chronologically by date of issue. (Daily, official.) 8 x 10 covers, 1⅓ in., in steel filing drawer. 6th floor, W. side center. (3032)

45. OUTGOING CHECKS, COPIES, Aug. 1936 to date. Carbons of checks for grants, loans, and salaries pertaining to Resettlement Administration activities. Arranged numerically by check number. (Weekly, official.) 8⅓ x 16⅔ loose-leaf books, 13 ft., on 4 wooden shelves. 6th floor, W. side center. (3033)

46. JOURNAL VOUCHERS, Aug. 1936 to date. Form 1694, record of all checks received, giving date, name, amount, signature, debit, and credit. Arranged numerically by voucher number. (Daily, official.) 8 x 10 loose-leaf books, 2 in., on wooden shelf. 6th floor, W. side center. (3034)

47. SCHEDULE OF TRANSFERS OF FUNDS ON SPECIAL PROJECTS, Aug. 1936 to date. Form 894-354, record of stay payments, reimbursement for old payments, taxes paid, refund of payments, of duplicate payments made, refund for excess mileage, and payment for temporary licensing. Arranged numerically by lot number. (Weekly, official.) 8 x 10 loose-leaf books, 3 in., on shelf. 6th floor, W. side center. (3035)

48. SUMMARY AND SCHEDULE OF COLLECTIONS, Aug. 1936 to date. Forms 1693, record of repayments on loans, giving schedule number, amount, account to be credited, and lot number; and 1044, record of origin of payment, giving date, schedule number, symbol number, name of remitter, amount, and fund to be credited. Arranged numerically by lot number. (Daily, official.) 8 x 10 loose-leaf books, 3 ft., on wooden shelves. 6th floor, W. side center. (3036)

49. PROGRESS SHEETS, SCHEDULE SHEETS, AND REDRAWAL SHEETS, Aug. 1936 to date. Form 1691, record of all amounts disbursed for drought stricken area and resettlement, giving voucher number, schedule number, check number, amount, lot number, and symbol number. Arranged numerically by lot number. (Weekly, official.) 8 x 10 loose-leaf books, 5 ft., on wooden shelves. 6th floor, W. side center. (3037)

50. RECORD OF CANCELLED CHECKS AND SCHEDULES, Aug. 1936 to date. Form 1693, record of all cancelled checks returned to this office, giving check number, schedule number, amount, and appropriations. Arranged numerically by schedule number and filed chronologically by date of cancellation. (Weekly official.) 8 x 10 loose-leaf books, 3 in., on wooden shelves. 6th floor, W. side center. (3038)

OFFICE OF THE COMPTROLLER OF THE CURRENCY

OFFICE OF THE COMPTROLLER OF THE CURRENCY

MILWAUKEE

OFFICE OF SUBDISTRICT D NATIONAL BANK EXAMINER
FEDERAL DISTRICT 7
Federal Building, 517 E. Wisconsin Ave.

The earliest record of the existence of this office was found in the City Telephone Directory listing for 1918. Copies of reports and correspondence are sent to Washington; records here are destroyed after they are three years old.

51. WORK SHEETS OF BANKS EXAMINED, Jan. 1934 to date. Date of last examination and brief report of examiner's findings; kept for one year and then destroyed, as a complete report is filed with the Comptroller of Currency, Washington, D. C.; Form 1485, investment sheet, giving par value, or number of shares, and book value; Form 1486, real estate mortgage; Form 1487, individual trust line sheet, giving estate number, principal, income cash, principal cash, investments, total cash, examination date; Form 1488, corporate trust work sheet, giving bonds received, unissued (certified and uncertified), issued and certified, paid and on hand, paid and returned or cremated, balance bonds outstanding, coupon cash, sinking fund cash, other cash, total cash, examination date. Forms attached. Filed alphabetically by name of bank. (Semi-annually, official.) Variously sized bundles, 4 ft., in steel drawer and on wooden shelf. R. 510. (1649)

52. SEMI-YEARLY REPORT, TRUST AND COMMERCIAL DEPARTMENTS, Jan. 1936 to date. Report of financial condition of banks, complete in every detail; when this "Pencil Copy" form is completed by examiners, it is sent to Chicago office to be typed and a typed copy is returned to this office for its files; destroyed after three months and reference is made to original typed copy at Chicago office, Chief Bank Examiner, 7th Federal District; Form 1424, Commercial Department, giving resources, liabilities, directors, officers and employees, indebtedness of officers, directors and their interests, affiliated banks and corporations, extension of credit to affiliates, loans and discounts in general, recapitulation of bonds, securities, etcl; bonds, securities, etc. subject to criticism; bonds, securities, etc., unlawfully acquired; banking house, real estate owned (other than banking house), rediscounts and borrowed money, assets pledged, reserve, overdrafts, cash items, capital stock, books and accounts, items for

safekeeping, information in connection with management and supervision by directors, relations under sections 8 and 8A of the Clayton Act and Section 32 of the Banking Act of 1933, dividends and surplus, schedule showing results of operations over five year period, trend of deposits over five year period, recapitulation losses, etc.; supplemental report of examination; general remarks as to condition of bank, acceptance, letters of credit and travelers' checks, certificate of authorization to chief examiners; Form 1425, Trust Department, giving balance sheet and activities in Trust Department; individual trusts, corporate trusts, transfer agent or registrar, Trust Department in general; supplemental report (confidential). Filed alphabetically. (Twice a year, comparing semi-yearly examinations.) 10 x 14 vols., 3 ft., in steel drawer. R. 510. (1650)

COAST GUARD

COAST GUARD

BAILEYS HARBOR

COAST GUARD STATION

The Baileys Harbor Station was established April 9, 1896. Baileys Harbor at one time had two large lumber docks which brought many schooners. The wane of the lumber and logging industries reduced the number of vessels calling at Baileys Harbor. As a result of this condition this and the Coast Guard economy plan, this station was changed from a full complement station, employing 12 men and a commanding officer, to a two man station, on May 1, 1933. This station has responded to approximately 480 calls for assistance. The most spectacular call was the rescue of 15 men from the stranded steamer "Philotus Sawyer" October 27, 1916, where part of the crew were badly injured. All papers so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin

53. RECORD OF RECEIPTS AND EXPENDITURES, Apr. 9, 1896 - 1912. Itemized. Filed with correspondence. (Seldom, official.) 8 x 12 vols. (4), 2 in., in wooden transfer case. Hallway, 2d floor. (6)

54. JOURNAL AND LOG, Apr. 9, 1896 to date. Record of condition of surf, direction and force of wind, barometer and thermometer readings, patrol report, number of vessels sighted, etc. (See form attached to Plum Island serial). (Seldom, official.) 9 x 14 vols. (59), 4 ft. 9 in., in wooden transfer cases. Hallway, 2d floor. (1, 2)

55. WRECK REPORT, COPY, Apr. 9, 1896 - 1919. Name, tonnage, port, age, master, owner, crew and number of passengers of wrecked vessels; also place of wreck, weather and sea conditions, lives saved, etc., kind of boats, apparatus used in effecting rescue, and remarks; continued in reports of assistance (see Correspondence). (See form attached to Plum Island serial). (Seldom, official.) 9 x 14 vols., 1 in., in wooden transfer case. Hallway, 2d floor. (3)

56. CORRESPONDENCE AND CIRCULARS, Apr. 9, 1896 to date. Relative to administrative and legal matters, repairs, instructions, boats, engines and their repair, supplies, requisitions, board of survey, reports of assistance, records of accounting, payrolls, personnel data and bills. Filed according to Coast Guard filing system; every piece of correspondence bears a number as per filing manual.

(Frequently, official.) 9 x 12 folders and bundles, 6 ft. 1½ in., in steel cabinet, in wooden cabinet, and in 2d floor closet. Office and Hallway, 2d floor. (5)

57. PAYROLLS OF OFFICERS AND ENLISTED FORCE, MEMO COPY, 1924 - 1927. Name, rank, years of service, pay period, rate of pay, subsistence allowance, rental allowance, pay due, balance forwarded, sundry credits, total, adjustments, debits and balances, amount paid, notations, and remarks. (Seldom, official.) 8 x 10½ vols. (3), 2½ in., in wooden transfer case. Hallway, 2d floor. (4)

GREEN BAY

ELEVENTH DISTRICT COMMANDER'S OFFICE
Federal Bldg., 306 E. Walnut St.

The Eleventh District was established in 1915, with the Office of the Commander in the Federal Building in Green Bay. Records dating from November 1875 were inherited from the Life Saving Service.

Records of the district have been carefully preserved, no papers being considered useless or being destroyed. Originals of important papers and records are regularly sent to Washington, but copies are retained at the district office.

The District covers the west coast of Lake Michigan and the coast of Lake Superior. There are 24 life saving stations within the district, 4 in Illinois, 9 in Upper Michigan, 2 in Minnesota, and 9 in Wisconsin.

Following is a list of these stations, together with the number of men attached to each, and the year the station was authorized:

Station	State	No. of Men	Date Authorized
So. Chicago	Illinois	10	1886
Jackson Park	"	11	1892
Old Chicago	"	14	1874
Wilmette	"	11	1874
Kenosha	Wisconsin	10	1878
Racine	"	10	1874
Milwaukee	"	11	1874
Sheboygan	"	10	1874
Two Rivers	"	10	1874
Kewaunee	"	12	1893
Sturgeon Bay	"	10	1882
Baileys Harbor	"	2	1878
Plum Island	"	11	1886

Continued:

Station	State	No. of Men	Date Authorized
White Fish Point	Michigan	12	1874
Vermillion	"	8	1874
Two Heart River	"	3	1874
Deer Park	"	6	1874
Grand Marais	"	9	1882
Munising	"	10	1933
Marquette	"	11	1888
Eagle Harbor	"	10	1904
Portage	"	11	1878
Duluth	Minnesota	9	1886
No. Superior	"	10	1920

The district personnel consists of:

District Commander

Chief Boatswain (1)
Warrant Officers (18)
Chief Boatswain's Mates (10)
Chief Motor Machinist's Mates (10)
Chief Yeoman (1)
Boatswain's Mates, first class (25)
Motor Machinist's Mates, first class (31)
Yeomen, first class (2)
Surfmen (180)

The equipment includes 80 to 85 craft, consisting of motor lifeboats, motor surfboats, chris-craft speed boats, picket boats, self-bailing surfboats, and motor dinghies. There are also several motor vehicles and beach apparatus.

58. GENERAL FILE, Nov. 1875 to date. Monthly reports, assistance rendered reports, recruiting, mobilization, muster rolls, district pay rolls, personnel reports, visits to station reports, property returns, wreck reports, and general correspondence. Filed according to C.G. filing system. (Seldom, official.) 6 x 9 and 8 x 11 packages, 64 ft. 10 in., in 3 wooden boxes and in 3 steel filing cases. Dirty; ink faded. Basement, W. center, and R. 305. (25, 26)

59. PERSONNEL FILE, 1897 to date. Reports, communications, records of officers, return of property, equipment received, keepers' statements, accounts, and assistance rendered. (Seldom, official.) Variously sized vols., 95 ft. 5 in., in 5 wooden boxes and in steel and wooden filing cases. Basement, NW. corner, and R. 305. (28, 27)

60. CORRESPONDENCE, Mar. 1897 - Dec. 1919. Personnel correspondence, transfer letters, muster rolls, supply letters, construction letters, and pay rolls. (Never.) 8 x 10 packages, 9 ft. 2 in., in 2 wooden boxes. Dirty, bindings broken. Basement, W. center. (24)

61. ANNUAL REPORTS, July 1923 - June 1930. (Never.) 9½ x 12 folders, 6 ft. 9 in., in 4 steel drawers. Dirty. Basement, W. center. (23)

62. ACCOUNTS, Sept. 1931 - June 1934. Schedule of daily summary ledger postings; check stubs for fiscal periods. (Never.) 11 x 15 folders, 6 in., bundles. Basement, W. center. (22)

OFFICE OF SUPERVISOR OF TELEPHONE LINES
Federal Bldg., 306 E. Walnut St.

The communication division was organized in 1912, as part of the Life Saving Service, and was continued as a division of the Coast Guard after 1915. It administers the intricate system of telephone lines of the Coast Guard, including construction, material supply, maintenance, and operation.

The telephone system consists of many separate and distinct lines, each being a unit in itself. The maintenance and operation of these lines and the supervision over the personnel of the telephone force in the various divisions is delegated to the Division Commanders.

The Green Bay office is included in the Chicago Division of the Field Service. It has charge of all telephone communication work in Districts 10 and 11, which cover the units on the west shore of Lake Huron, the shores of Lake Superior, and the shores of Lake Michigan.

The office functions under the Division Commander. The Division Supervisor has complete supervision over the telephone personnel within the division. His duties consist of the following: filing of all records and correspondence pertaining to the telephone system; attention to all matters pertaining to construction, repair, maintenance, and operation of the telephone system; supervision of all contractual relations with commercial telephone companies; making of periodic reports to Washington; make annual inspections of telephone lines and other equipment; examination of station records and making certifications to warrant officers; vouchering message expenses in districts.

The personnel consists of the following:

Chief Electrician, C. F. Geiss
(Division Supervisor of Telephone Lines)

Chief Electrician's Mates (2)
Electrician's Mates, first class (5)

Electrician's Mates, third class (5)
Radio-man, third class (1)
Yeoman, first class (1)

All records are kept, none destroyed as useless. Reports are regularly sent to Washington and give detailed account of activities.

63. CORRESPONDENCE, Apr. 1916 to date. Correspondence, reports, charts, and maps. Filed by Station Numbers, 231 to 305. (Daily, official.) 9½ x 12 folders, 3 ft., in 3 wooden drawers. R. 205. (1)

64. GENERAL CORRESPONDENCE AND REPORTS, Mar. 1930 to date. (Daily, official.) 9½ x 12 folders, 1 ft. 6 in., in wooden drawer. R. 205. (3)

65. PERSONNEL FILE, 1919 to date. Personnel records, correspondence, construction data, vouchers, proposals, enlistment contracts, letters of assignment, and orders. (Daily, official.) 9½ x 12 envelopes and folders, 3 ft. 6½ in., in steel and wooden drawers. R. 205. (19, 5)

66. GENERAL FILE, INACTIVE, July 1919 - Dec. 1935. Gasoline proposals, transportation requests, reports on monthly shipments, substance and quarter reports, and vouchers. (Weekly, official.) 9½ x 12 envelopes, 1 ft. 10 in., in wooden drawer. R. 205. (4)

67. ELEVENTH DISTRICT STATION FILE, 1919 - 1936. Line reports, unit reports, miscellaneous, and personal. (Daily, official.) 9½ x 12 envelopes, 5 ft. 5 in., in 4 steel drawers. R. 205. (21)

68. PERSONNEL VOUCHERS, INACTIVE, 1919 - 1929. (Daily, official.) 9½ x 12 envelopes, 1 ft. 4½ in., in steel drawer. R. 205. (17)

69. VOUCHERS, June 1931 - May 1936 (overlapping dates). Maintenance and telephone line vouchers, and correspondence regarding telephone expenditures. (Daily, official.) 9½ x 12 envelopes and folders, 2 ft. 9 in., in steel and wooden drawers. R. 205. (11, 2)

70. CONSTRUCTION DATA, INACTIVE, 1919 - 1924. Construction data, proposals, vouchers, orders, and correspondence. (Monthly, official.) 9½ x 12 envelopes, 1 ft. 6 in., in steel drawer. R. 205. (20)

71. EQUIPMENT DATA, 1919 - 1936. Blueprints, charts, photographs, and bulletins on engineering data. (Daily, official.) 9½ x 12 folders, 1 ft. 8 in., in steel drawer. R. 205. (18)

72. CABLE DATA REPORTS, Apr. 1919 - May 1936. Cable and construction line reports. (Daily, official.) 9½ x 12 folders, 1 ft. 9 in., in steel drawer. R. 205. (16)

73. ANNUAL REPORTS, 1924 - 1935. Inspection reports, and returns of telephone material. (Daily, official.) 9½ x 12 envelopes, 1 ft. 6 in., in wooden drawer. R. 205. (9)

74. MONTHLY REPORTS, Jan. 1924 to date. Expenditures, vouchers, and invoices. (Daily, official.) 9½ x 12 envelopes, 1 ft. 4 in., in wooden drawer. R. 205. (8)

75. PUBLIC WORKS PROJECT, Mar. 1925 to date. Headquarters correspondence, official travel expenditures, and public works forms. (Daily, official.) 9½ x 12 and 8½ x 11 envelopes and loose-leaf books, 1 ft. 10 in., in steel drawer. R. 205. (12)

76. ACCOUNTS, Jan. 1928 to date. Station accounts, communication reports, blueprints, and rights of way. (Daily, official.) 9½ x 12 envelopes, 1 ft., in steel drawer. R. 205. (13)

77. INVOICES, July 1, 1928 - Dec. 31, 1935. (Daily, official.) 9½ x 12 folders, and envelopes, 1 ft., in steel drawer. R. 205. (14)

78. GENERAL FILE, Sept. 1929 - Dec. 1930. Weekly line reports. (Daily, official.) 9½ x 12 envelopes, 1 ft. 7 in., in steel drawer. R. 205. (15)

79. DAY FILE, Jan. 1929 to date. Invoices and Board of Survey records. (Daily, official.) 9½ x 12 folders, and envelopes, 1 ft. 10 in., in wooden drawer. R. 205. (7)

80. TRAVEL ORDERS, Jan. 1931 to date. Travel orders, monthly telephone expenditures, and weekly line reports. (Daily, official.) 9½ x 12 folders and envelopes, 1 ft. 10 in., in wooden drawer. R. 205. (6)

81. BLUEPRINTS, 1935 to date. Blueprints, with data on station locations. (Daily, official.) 28 x 40 sheets, 6 in., in drawer of table. R. 205. (10)

KENOSHA

COAST GUARD STATION
On bank of Pike River

The Kenosha Station was established in 1884. In 1917 it was transferred from the 12th District to the 11th District. All records so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin. No records are destroyed.

82. JOURNAL AND LOG, 1884 to date. Complete record of daily events, patrols and lookouts, deck watch, lookout watch, name of man on watch, and time of each patrol and lookout. Arranged chronologically. (Current, daily, official.) 6 x 14 vols. (76), 9 ft. 10½ in.,

on wooden shelf in wall cabinet, on floor, and in filing case. Attic and Office. (8, 9)

83. MISCELLANEOUS FILE, 1912 to date. Correspondence and reports pertaining to the following subjects: administrative, legal, repairs and construction, engines, supplies and requisitions, Board of Survey, service operations, and personnel. Arranged according to the Coast Guard filing system. (Never.) 9 x 11½ folders, 11 ft., in filing cases. Attic and Office. (7, 6)

84. PROPERTY RECORD, 1932 to date. Class "C" is expendable property and class "B" is condemned property; gives description of property, quantity received, unit price, quantity expended, and balance on hand. Arranged alphabetically by name of item. (Daily, official.) 12 x 12 loose-leaf books, 6 in., on wooden shelf in wall cabinet. General Office. (5)

KEWAUNEE

COAST GUARD STATION
Entrance to Kewaunee Harbor

The Kewaunee Station was established October 31, 1893. To date this station has saved 700 lives. All papers so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin.

85. JOURNAL AND LOG, Oct. 31, 1893 to date. Record of condition of surf, direction and force of wind, barometer and thermometer readings, patrol report, number of vessels sighted, etc. (Seldom, official.) 9 x 14 vols. (64), 6 ft. 5 in., in transfer cases. SW. corner, 1st floor. (1, 2)

86. WRECK REPORT, COPY, Oct. 31, 1893 - Nov. 1920. Name, tonnage, port, age, master, crew, owner, number of passengers of wrecked vessel, place of wreck, weather and sea conditions, lives saved, etc.; kind of boats, apparatus used in effecting rescue, and remarks. (Seldom, official.) 9 x 14 vols., 5 in., in transfer case. Office. (3)

87. CORRESPONDENCE, 1893 to date. Correspondence and bulletins of instruction, original letters, and orders from 11th District Office, Green Bay, the Chicago Division Office, and Washington; copies of all correspondence; and three loose-leaf books containing records of public property, one loose-leaf book of standard catalog; and one book of records of storm warnings; records for current year kept in active file and numbered according to Coast Guard system. (Frequently, official.) 9 x 15 folders and dated bundles, 7 ft. 8 in., in 3 steel and 3 wooden filing cases and in wooden cabinet. Office. (4)

88. PROPERTY RETURN, Oct. 25, 1910 - 1912. Itemized account of equipment, articles, boats, desks, chairs, and household furnishings. (Seldom, official.) 7 x 11 vols. (3), 1½ in., in transfer case. SW. corner, 1st floor. (5)

89. PAY ROLLS, 1918 - 1926. Pay rolls for entire personnel. (Seldom, official.) 7 x 11 vols., ½ in., in transfer case. SW. corner, 1st floor. (6)

90. ROUGH LOG (LOOKOUT REPORT), n.d. Entries by lookouts, showing number and nature of vessels sighted; entries later transcribed into Journals or Station Logs. (Seldom, official.) 8 x 10½ vols. (4), 11 in., in transfer case. SW. corner, 1st floor. (7)

MILWAUKEE

COAST GUARD STATION, NO. 284
1600 N. Lincoln Memorial Drive
O. A. Johnson, Officer in Charge

The Milwaukee station was organized in 1874. It is in the Eleventh District. The first location of the station was on "Jones Island", a peninsula at the mouth of the Kinnickinnic River. In 1915 it was moved to its present location, on the lake front below Juneau Park. All papers and reports are saved and are stored either in the Main Office or in the attic storeroom. The originals of all reports are sent to Washington through the office of the District Commander in Green Bay.

91. INDEX TO GENERAL FILE, ACTIVE AND INACTIVE, 1932 to date. Arranged alphabetically; each subject has number which corresponds to number on folder in General File; Index supplies to files reported on serial Nos. 1181, 1182, and 1177. Index copy attached. (Daily, official.) 8 x 10 loose sheets clipped together, 1/8 in., in drawer. Office, Main Floor. (1180)

92. JOURNAL AND LOG, 1881 to date. Daily entries made by officer in charge; show barometer and thermometer readings, division and force of winds, state of weather and surf, patrol and lookout deck watch, and general remarks concerning daily activities. (Early records, seldom; current vols. daily, official.) 8 x 15½ vols. (69), 8 ft. 7 in., on 4 open wooden shelves and in desk. Ink faded in earliest vols. Attic, 3d Floor, and Office, Main Floor. (1173, 1174)

93. WRECK REPORT, 1883 - 1918. Complete description of vessels to which aid was rendered; number of crew, nature of cargo, value of vessel and cargo, estimated damages, time, location, distance from station, names of all persons participating in the operations,

number and names of persons lost, if any, boats and apparatus used in rendering assistance. (Seldom, official.) 8 x 15 vols. (11), 1 ft. 5 in., on 2 open wooden shelves. Ink faded in earliest vols. Attic, 3d Floor. (1175)

94. GENERAL RECORDS, 1918 - July 1930. Muster rolls, calls of assistance (obsolete), records of former members, inspection reports, invoices, vouchers, contracts, medical reports, statements of certificates of award, reports of assistance rendered; the only prior records of the same character as described herein are "Wreck Reports", serial No. 1175, which are earlier form of "Reports of Assistance Rendered"; subsequent to 1930 the records are called "General Records, Inactive", serial No. 1177, "General Files, Active", serial No. 1182 and "General Files, Inactive", serial No. 1181. (Never.) 9 x 12 folders, 3 ft., on open wooden shelf. Dusty. Attic, 3d Floor. (1176)

95. CERTIFICATES OF EFFICIENCY AS LIFEBOAT MEN, 1922 to date. Form 974, in triplicate; issued after applications for same have been favorably acted upon; entries made give name, address, post where issued, station and vessel, date, signature; subsequent to Apr. 29, 1935, carry on reverse side, thumb and forefinger prints and photograph of man to whom it is issued; one part of ceritficate is given to boatman, one retained at station, and one sent to Washington. (Frequently, official.) 4 x 12 covers, 6 in., in oak desk. Office, Main Floor. (1179)

96. APPLICATIONS FOR CERTIFICATES OF EFFICIENCY AS LIFEBOAT MAN, 1930 to date. Form 977, issued under provisions of Seaman's Act, approved Mar. 4, 1915; gives name, age, citizenship, signature of applicant, and oath before notary public or other authorized officer. Form attached. Arranged numerically. (Frequently, official.) 8 x 10½ loose forms, 5 in., in wooden filing case drawer. Office, Main Floor. (1178)

97. GENERAL RECORDS, INACTIVE, fiscal years 1930 - 1932. Reports pertaining to all phases of activities carried on by station, including station's monthly and quarterly reports, muster rolls, medical reports, picket boat reports, board of inquiry reports, invoices for purchases, telephone and telegraph expenditures, vouchers for pay and allowances of personnel, report of assistance rendered, reports of transfer, reports of inspection of station, contracts, public vouchers for reimbursement of travel and other expenses, statements and certificates of award. (Never.) 8½ x 11½ folders, 4 ft., on floor. Attic, 3d Floor. (1177)

98. GENERAL FILE, 1932 to date. Correspondence pertaining to administrative matters; legal matters; bills for repairs and construction, telephone, telegraph etc.; requisitions for supplies, personnel records, payrolls, service operations, and following monthly reports: muster roll, stations monthly report, medical report, machinery, picket boat, truck, boat pool, abstract of operations, monthly range, monthly telephone expenditures,

expenditures for telephone tolls and excess messages, boarding duty, boats boarded, hull board, weighing of Lux fire extinguishers. Index reported on serial No. 1180. (Daily, official.) 8 x 10 folders, 3 ft. 3 in., in 6 wooden drawers. Office, Main Floor. (1181, 1182)

99. BOARD OF SURVEY REPORTS, AUTHORIZATIONS TO DESTROY WORN OUT EQUIPMENT AND APPURTENANCES, CERTIFICATIONS OF DESTRUCTION, 1932 to date. Reports made each fiscal year to Chief of Ordnance and Supply Division; lists worn or obsolete equipment and requests authorization to destroy same which is granted by Chief of Ordnance and Supply Division; certification of destruction is made out by officer in charge. (Frequently, official.) 8 x 10½ forms clamped together, 7 in., in oak desk. Office, Main Floor. (1185)

100. PROPERTY RECORD, July 1, 1933 to date. Card record, showing type of property, quantity received, unit price, quantity expended, remaining on hand and balances; this record kept to show at all times the status of picket boats, their equipment and supplies; system originated July 1, 1933; prior to that date records were designated as "Picket Boat Inventory", contained in "General Records, Inactive", cf. serial No. 1177. (Daily, official.) 11 x 17 Automatic Shift Visible Record Binder, 3 in., in drawer of oak desk. Office, Main Floor. (1183)

101. PROPERTY RECORD, CLASSES B AND C ONLY, June 7, 1936 to date. Form 2571 giving name of article, size, make, description, stock number, unit, date, quantity received, unit price, quantity expended, remaining on hand, to whom sent, amount received, amount expended, and balance; no record kept here prior to June 1936. (Daily, official.) 8 x 10 loose-leaf book, 2 in., on desk. Office Main Floor. (1184)

OFFICE OF THE SUPERINTENDENT OF CONSTRUCTION AND REPAIR
Federal Bldg., 517 E. Wisconsin Ave.

This office was established at the time of the organization of the Coast Guard in 1915. Prior to that time, work on construction and repair was given out to individuals on a contractual basis. The headquarters is in Washington. At its head is the Superintendent, a commissioned officer, who is aided by two constructors and a civilian personnel, including naval architects, engineers, and a number of draftsmen and clerks. The range of activity of the Milwaukee office includes Districts 9, 10, and 11. All records are preserved; nothing is considered useless. Files are sent to Washington upon specific order, but are returned when no longer needed there.

See also end of Milwaukee Customs inventory.

102. INDEX TO BLUEPRINTS, 1889 to date. Name of blueprint, district, date received, date made, and where filed; also, number of the drawer in which the blueprints are filed. Filed alphabetically by

stations. (Daily, official.) 5 x 8 cards, 3 in., in drawer of wooden card cabinet. R. 450. (1615)

103. PHOTOGRAPHS, 1918 to date. Photographs of stations taken during construction and after completion; no photographs kept prior to 1918. Filed alphabetically by stations. (Seldom, official.) 3½ x 5½ cards, 1 ft. 2 in., in drawer of wooden card cabinet. R. 452. (1611)

104. DEALERS IN MATERIALS, 1921 to date. Names and addresses of dealers in hardware, plumbing and plumbing fixtures, millwork, stone, lumber, building materials, glass and glazing, metals, ornamental iron and all other types of material used in construction and repair; this type of file not maintained prior to 1921 due to small volume of work carried on before that date. Arranged according to location of dealers in relation to Coast Guard Stations. (Daily, official.) 5 x 8 cards, 6 in., in drawer of metal card cabinet. R. 452. (1610)

105. BLUEPRINTS, INACTIVE, 1889 to date. Blueprints of platforms for service boats, boathouses, floor plans, garages, plat plans, boat room doors, storm warning towers; plans for lookout towers, layout for heating, lockway carriage and arrangement of tanks; plans for motor lifeboat, etc. Index serial No. 1615. (Completed work seldom, others daily, official.) Variously sized blueprints, 7½ in., in 15 metal filing drawers. R. 452. (1617)

106. TRACINGS FOR BLUEPRINTS, 1930 to date. Drawings from which blueprints are made; served as a negative for the blueprints; records destroyed prior to 1930. Filed according to districts. (Never.) Variously sized drawings, 3 in., in 12 metal filing drawers. R. 450. (1618)

107. PHOTOGRAPHS, 1918 to date. Pictures of station sites, harbors, docks, station buildings, boathouses etc.; taken during the process of building, remodeling or repairing and after completion; photographs not kept prior to 1918. Filed by districts. (Seldom, official.) Variously sized photographs in folders, 1 ft. 7 in., in 3 metal filing drawers. R. 452. (1612)

108. GENERAL RECORDS, 1917 to date. Correspondence with Commander's Office and with other Construction and Repair Offices, semi-annual reports of physical condition of station buildings, inspections and reports, letters to contractors and companies regarding specifications, civilian employees, administrative matters, disbursing officer's accounts, formal contracts and estimates; no records of this type prior to 1917. Filed by districts and stations. (Early records seldom; others daily, official.) 9 x 14 bundles and 9 x 12 folders, 17 ft. 6 in., on wooden shelf in closet and in 5 metal filing drawers. Rs. 450 and 452. (1607, 1608)

109. ASSOCIATE ENGINEER'S FILE, 1928 to date. Bills, vouchers, construction and repairs, rentals, travel expenses, supplies, requisitions, circular letters, general orders, regulations, and miscellaneous administrative matters; records prior to 1928 destroyed. Filed according to subject matter. (Weekly, official.) 8 x 10 folders, 1 ft. 10 in., in 2 wooden drawers. R. 452. (1614)

110. BLUEPRINTS, ACTIVE, 1928 to date. Blueprints for jobs which have not been completed and for those not yet started. Index. (Daily, official.) Variously sized loose prints, 5½ in., in 11 metal filing drawers. R. 450. (1616)

111. WORK COMPLETED, 1931 - 1932. Correspondence with Commander's Office, reports of inspection, repairs and improvements, bids, telegrams, confirmations, vouchers, statements and specifications; period prior to 1931 included in "General Records". Filed by districts and stations. (Monthly, official.) 8½ x 10½ folders, 16 ft. 5 in., in 13 wooden filing drawers. R. 452. (1609)

112. EMERGENCY RELIEF PROJECTS, 1932 to date. General correspondence with Commander's Office and Station Construction and Repair Offices; vouchers for service other than personal, pay rolls, compensation and benefit, accounts; blueprinting, work pending, bids and proposals, daily reports, contracts and estimates, specifications for work completed and to be completed; no records prior to 1922. Filed by districts and stations. (Daily, official.) 9 x 12 folders, 5 ft., in 3 metal filing drawers. R. 452. (1604)

113. DAY LABOR JOBS, July 1935 to date. Pending file containing all data pertaining to work done by day labor rather than contract labor; file kept in this manner because the work itself has not been completed or records pertaining to such work have not been closed; records prior to July 1935 are included in "General Records". Filed by districts and stations. (Daily, official.) 9 x 12 folders, 7 in., in 3 metal filing drawers. R. 452. (1605)

114. CONTRACT LABOR JOBS, July 1935 to date. Pending file containing all data pertaining to contract jobs not yet completed or on which certain portions of the records have not been closed; includes proposals and bids, contracts and specifications, letters from contractors, copies of letters to contractors and to stations at which work is being done. Filed by districts and stations. (Daily, official.) 9 x 12 folders, 8 in., in 3 metal filing drawers. R. 452. (1606)

115. PUBLIC WORKS JOBS, Jan. 1936 to date. Record of bids advertised, date solicited, estimated costs, name of station, date work was started and contracts awarded; no record of this kind prior to Jan. 1936. Filed alphabetically by station. (Daily, official.) 3½ x 5½ cards, 2½ in., in drawer of wooden card cabinet. R. 452. (1613)

PLUM ISLAND

COAST GUARD STATION
N. end of Plum Island

This station was established March 18, 1896. Due to its location between Washington Island and the mainland, this station has more than any of the other Eleventh District stations. To date this station has rescued 1300 persons. All papers so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin.

116. CORRESPONDENCE, 1895 to date. Correspondence with district office in Green Bay, the Chicago Division office, and the Department of the Treasury, Washington. Arranged according to Coast Guard filing system. (Occasionally, official.) 9 x 15 folders, 5 ft. 8 in., in 3 steel filing drawers and in pasteboard box. Office. (5)

117. RECORD OF RECEIPTS AND EXPENDITURES, Mar. 6, 1896 - 1906. Itemized. (Seldom, official.) 11 x 14 vols., ½ in., in steel filing case. Attic. (8)

118. JOURNAL AND LOG, Mar. 18, 1896 to date. Form 1808 and Log Form, giving condition of the surf, direction and force of wind, barometer readings, patrol report, number of vessels sighted, and general remarks. Forms attached. (Seldom, official.) 9 x 14 vols. (59), 6 ft., on floor. Attic. (1, 2)

119. WRECK REPORT, COPY, Apr. 16, 1896 - Dec. 1920. Form 1806, giving name, tonnage, port, age, master, owner, crew, number of passenger. of wrecked vessels; also place of wreck, weather and sea conditions, lives saved, etc., kind of boats and apparatus used in effecting rescue, and remarks; continued as reports of assistance. Form attached. (Seldom, official.) 9 x 14 vols., 5 in., on floor. Attic. (3)

120. LOOKOUT REPORT (ROUGH LOG), 1896 to date. Entries by lookouts, showing number and nature of vessels sighted. (Seldom, official.) 8 x 10½ vols., 1 ft. 3 in., on floor. Attic. (7)

121. PROPERTY RETURN, COPY, Nov. 30, 1909 - Dec. 15, 1911. Itemized account of equipment, articles, boats, desks, chairs, and household articles. (Seldom, official.) 7 x 11 vols., ½ in., on floor. Attic. (6)

122. LETTERS AND ORDERS FROM DIVISION AND DISTRICT OFFICES, 1914 to date. (Seldom, official.) 8 x 12 vols. (22), 2 ft., on floor. Attic. (4)

123. MONTHLY RECORD OF STORM WARNINGS, 1931 to date. Record kept by station and copies forwarded to Green Bay, which office forwards them to Department of Agriculture. (Frequently, official.) 8½ x 10½ loose-leaf books, 3/4 in., in office desk. Office. (10)

124. PROPERTY RECORD, 1933 to date. Record of supplies purchased; entries are made when requisitions have been filled and goods received. (Seldom, official.) 9 x 11½ loose-leaf books, 3½ in., in office desk. Attic and Office. (11)

RACINE

COAST GUARD STATION, NO. 283
Reichert Ct., at Lake Michigan

The Racine Station was established in 1876. In 1883 the old building was demolished and another erected on the same site. All records so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin, and so-called useless papers are destroyed.

125. JOURNAL AND LOG, 1876 to date. Record of direction and force of wind, barometer and thermometer readings six times daily, state of weather, condition of surf, vessels sighted from station, name of patrol and lookout, period on duty, name of members of crew, times absent, number of vessels boarded and examined, vessels reported, vessels seized, cases of assistance, and number of lives saved. Arranged chronologically. (Never.) 9 x 14 vols. (82), 6 ft. 1½ in., in 3 wooden boxes and on wooden shelf. Some brittle, dirty, bindings broken, ink faded. Attic Storeroom and Boatswain's Office. (8, 7)

126. WRECK REPORT, COPY, AND REPORT OF ASSISTANCE, 1883 - Jan. 1, 1935. Detailed report on wrecked vessels, giving name of vessel, rig and tonnage, nationality, age, name of master and owner, where from, where bound, number of crew and passengers, nature of cargo, value of vessel and cargo, cause of wreck, persons rescued, and other items pertaining to station functions. Arranged chronologically. (Never.) 9 x 11 vols. (4), and 10 x 12 folders, 4 ft. 2 in., in wooden boxes. Some damaged by careless handling, brittle, dirty, torn. Attic Storeroom. (3, 4)

127. PROPERTY RETURN, 1883 - Dec. 1933. Yearly inventory of all property. Arranged chronologically. (Never.) Variously sized vols. (30), 1 ft. 2 in., in wooden box. Damaged by careless handling, brittle, dirty, ink faded, bindings broken. Attic Storeroom. (11)

128. PERSONNEL AND COMMUNICATIONS, 1883 to date. File 7 - 8, personnel records and reports of telephone operation and equipment at station (duplicates). (Never.) 10 x 12 covers (5) and folders, 1 ft. 3 in., in wooden box and filing case. Attic Storeroom and Boatswain's Office. (2, 1)

129. CORRESPONDENCE, 1903 - 1933. Correspondence with the Department, pertaining to all activities. Arranged chronologically. (Never.) 9½ x 11½ bundles (3), 4 ft., in wooden box. Damaged by careless handling, brittle, dirty, torn, scattered. Attic Storeroom. (9)

130. PAY ROLLS OF OFFICERS AND ENLISTED MEN, 1921 - Jan. 1, 1935. For monthly disbursements to officers and enlisted men for services, giving name, rank and rating, subsistence allowance, rent and quarter allowance, credits, debits, and balances. Arranged chronologically. (Never.) 8 x 10½ vols. (12), 7 in., in wooden box. Damaged by careless handling, brittle, dirty, torn, bindings broken. Attic Storeroom. (5)

131. LEGAL AND ADMINISTRATIVE MATTERS, SUPPLIES, AND CONDITION OF PROPERTY ON HAND, Jan. 1933 to date. File 0-4; reports of violation of customs or navigation laws, reports of officer in charge as to general condition of his station, its activities and equipment, reports of inspecting officers and Board of Survey, reports of operation of machinery and vehicles, duplicate requisitions, and bid and property report (duplicate). Arranged chronologically. (Yearly, official.) 9½ x 11½ folders, 1 ft. 6 in., in metal filing drawer. Boatswain's Office. (10)

132. ACCOUNTING AND SERVICE OPERATIONS, Jan. 1, 1935 to date. File 5-6; vouchers, inventories, schedules of collection, expense statements and pay rolls, and copies of reports of resuscitations and assistance rendered, (duplicates). Arranged chronologically. (Yearly, official.) 9½ x 11½ folders, 1 ft. 6 in., in metal filing drawer. Boatswain's Office. (6)

SHEBOYGAN

COAST GUARD STATION
(A) Main boathouse
(B) Main building

The Sheboygan Station was established February 8, 1885. In 1917 it was transferred from the 12th to the 11th District. All papers so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin. No papers are destroyed.

133. WRECK REPORT, 1883 - 1916. Name of vessel, tonnage, age, master, owner, cargo, estimated value of vessel and of cargo, time of wreck, by whom discovered, damage to vessel and cargo, and general remarks. Arranged chronologically. (Never.) 8½ x 14 vols. (4), 3 in., on wooden shelf of wall cabinet. General Office (Bldg. B). (138)

134. MISCELLANEOUS FILE, Feb. 8, 1885 to date. Correspondence and reports pertaining to following: administrative, legal, repairs and construction, engines, supplies and requisitions, Board of Survey, service operations, and personnel. Arranged according to filing system set up for all Coast Guard Offices. (Never.) 8½ x 10½ bundles and 9 x 11½ folders, 34 ft. 1 in., on floor and in filing cases. Lookout (Bldg. A) and sleeping quarters and office (Bldg. B). (135, 134, 133)

135. JOURNAL AND LOG, Feb. 8, 1885 to date. Complete record of daily happenings, patrols and lookouts, deck watch, lookout watch, name of man on watch, and time of each patrol and lookout. Arranged chronologically. (Daily, official.) 8½ x 14 vols. (72), 7 ft. 8 in., on 2 shelves in wall cabinet. General Office (Bldg. B). (137)

136. PROPERTY RECORD, Feb. 15, 1932 to date. Class "C", is expendable property; class "B", condemned property; giving description of property, quantity received, unit price, quantity expended, and balance on hand. Arranged alphabetically by name of item. (Daily, official.) Variously sized vols. (5), 3 in., on shelf of wooden wall cabinet. General Office (Bldg. B). (136)

STURGEON BAY

COAST GUARD STATION
Canal Entrance

The Sturgeon Bay Station was established July 15, 1886. All papers so designated, are forwarded to the 11th District Headquarters at Green Bay, Wisconsin. No papers are destroyed.

137. RECORD OF RECEIPTS AND EXPENDITURES, 1886 - 1912. Itemized; kept in loose-leaf form (sic) and filed with correspondence. (Seldom, official.) 8 x 12 vols., 1 in., in closet. 2d Floor. (9)

138. JOURNAL AND LOG, July 15, 1886 to date. Record of condition of surf, direction and force of wind, barometer and thermometer readings, patrol report, number of vessels sighted, general remarks. (Seldom, official.) 8½ x 14 (30) and 9 x 14 (41) vols., 7 ft. 8 in., in closet. 2d Floor. (6, 7)

139. WRECK REPORT, 1886 - 1916. Name of vessel, tonnage, approximate age, master, owner, crew, number of passengers of wrecked vessel; also place of wreck, weather and sea conditions, lives saved, boats and apparatus used in effecting rescue, and remarks. (Seldom, official.) 8½ x 14 vols. (4), 4 in., in closet. 2d Floor. (4)

140. CORRESPONDENCE, 1886 to date. Relates to administrative matters, legal matters, repairs, construction, boats, engines and their repair, supplies, requisitions, Board of Survey, reports of assistance, records of accounting, pay rolls, personnel data, and bills. All records filed according to standard system of filing used by all Coast Guard Stations. (Frequently, official.) 9 x 11 vols., 9 x 12 folders, and 12 x 15 bundles, 10 ft. 10 in., in 4 steel filing cases and in closet. Damaged by faulty containers, bindings broken. NW. corner, 1st Floor and 2d Floor. (2)

141. ROUGH LOG (LOOKOUT REPORT), 1886 to date. Entries by lookouts, showing number and nature of vessels sighted; entries later transcribed into Station Logs. (Seldom, official.) 8 x 12 vols., 1 ft. 3 in., in wooden filing case. Office. (1)

142. PROPERTY RETURN, COPY, 1892 - 1911. Itemized account of equipment, boats, and office and household furnishings. (Seldom, official.) 9 x 11½ vols., 2½ in., in closet, 2d Floor. (8)

143. PAY ROLLS OF OFFICERS AND ENLISTED FORCE, MEMO COPIES, 1918 - 1934. Name, rank, years of service, pay period, rate of pay, subsistence allowance, rental allowance, pay entitled, balance forwarded, sundry credits, total, adjustments, debits and balances, amount paid, notations, and remarks. (Seldom, official.) 8 x 10½ vols. (5), 3½ in., in wooden filing case. NW. corner, 1st Floor. (5)

144. PROPERTY RECORD, 1933 to date. Size, make, description, article, stock number, date received, quantity received, unit price, expenditure, articles on hand, sender and recipient, amount received, balance, and remarks. (Frequently, official.) 9½ x 12 vols., 3 in., in wooden filing case. Office. (3)

TWO RIVERS

COAST GUARD STATION
East St., Near West Twin River

The Two Rivers Life Saving Service was established in 1862 by the Women's National Relief Association, which was an organization for the relief of the shipwrecked. Two Rivers fast became a lake port, and the Federal Government designated this station as a U.S. Life Saving Station in 1878. For a long time, this station had no

power-driven boats, only those propelled by oars and sails, and until 1915 only the hardiest fishermen volunteered to operate the station. It progressed as the city progressed, and in 1909 five new buildings and a tower were erected. All records so designated are forwarded to the Eleventh District Headquarters at Green Bay, Wisconsin, and so-called useless papers are destroyed.

This station records and reports weather conditions to the Department of Agriculture, as an accommodation. It received no remuneration for this service, although at the beginning of this service the wife of the officer in charge received fifteen dollars per month. These reports and records are sent to Washington monthly. The station also performs some functions for the Collector of Customs at Milwaukee. They consist of the boarding of ships entering this harbor for the purpose of inspection as to compliance with maritime regulations. Quarterly reports of these inspections are sent to the office of the Collector of Customs at Milwaukee.

145. JOURNAL AND LOG, Nov. 26, 1876 - Dec. 2, 1879; Apr. 1, 1880 to date. Daily record of every activity and event transpiring at station, giving direction and force of wind, state of weather and surf at different times during day, report of patrol and lookout, report on crew, condition of apparatus and house, number and type of vessels passing station, report of ships boarded, drills, and record of miscellaneous events. (Current daily; others occasionally, official.) 8½ x 12½ and 9 x 14 vols., 8 ft. 7 in., in wooden cabinet and on desk. Hall of 2d Floor and Office. (11, 14)

146. WRECK REPORT, COPY, AND REPORT OF ASSISTANCE RENDERED, Sept. 1, 1883 - Aug. 12, 1920. Name of vessel, rig, and tonnage, nature of assistance rendered by Life Saving Service, names of persons who rendered assistance, date of disaster, date of report, signature of keeper, reports of assistance rendered by Coast Guard crew, and reports of resuscitations. (Rarely, official.) 9 x 14 vols., 5 in., on small shelf in cabinet. Hall, 2d Floor. (9)

147. RECORD OF RECEIPT AND EXPENDITURES OF SUPPLIES AND EQUIPMENT, 1898 - 1929. Record of supplies such as gasoline, oil, fuel, clothing, stationery, machine parts, etc., articles disposed of and received, and date. (Rarely, official.) Variously sized vols., 2 3/4 in., in wooden cabinet. Hall, 2d Floor. (7)

148. INVENTORY OF EQUIPMENT, June 30, 1916 - June 30, 1917; June 30, 1931 - June 30, 1933. Covers yearly period. (Rarely, official.) 9 x 12 covers, 1¼ in., in cabinet. Hall, 2d Floor. (10)

149. CLOTHING RECORD, 1922 to date. Record of clothing needed and issued to members of Coast Guard crew, giving name of recipient, date, article, value, official requisitions, invoices, and lists of clothing. (Rarely, official.) 8 x 10½ vols., 1¼ in., in steel filing drawer. Office. (5)

150. PAY ROLLS, July 1928 to date. Pay rolls of officers and enlisted force (duplicates). (Monthly, official.) 8 x 10½ vols., 3/4 in., in steel filing drawer. Office. (6)

151. STORM WARNINGS, Apr. 16, 1930 to date. Date, kind of storm or hurricane and direction, order to hoist warning received, warning hoisted, warning lowered, did storm occur during display, remarks, benefits derived, injuries resulting. (Occasionally, official.) 8½ x 10½ vols., 1 in., in steel filing drawer. Office. (15)

152. CORRESPONDENCE, REPORTS, AND BULLETINS, 1930 to date. Pertaining to members of crew: commendations for meritorious service, matters of service, enlistment contract, personal bulletins, muster rolls, statements of telephone charges, general communications, telegrams, and applications of crew members for leaves of absence. (Rarely, official.) 9 x 12 covers, 7 in., in steel filing drawer. Office. (1)

153. CORRESPONDENCE, 1932 to date. Letters to local station from District Commander and from Department, circular letters relative to rules and regulations of service; instructions in filing system; and court and law bulletins. (Rarely, official.) 9 x 12 covers, 8 in., in steel filing drawer. Office. (3)

154. PROPERTY RECORD, 1932 - 1936. Article, size, make, and description, date, quantity received, unit price, quantity expended, remaining on hand, sender and recipient, amount received, amount expended, balance, and remarks. (Frequently, official.) 9 x 12 loose-leaf books, 3 3/4 in., on wooden shelf above desk. Office. (4)

155. CORRESPONDENCE, 1932 - 1936. Letters from U.S. Treasury Department and from 11th District Commander at Green Bay, Wis.; copies of letters to other stations containing information relative to regulations; invoices of materials delivered at this station; copies of invitation, bid, and acceptance; copies of reports of operation of motor vehicle; lists of standard equipment; miscellaneous bulletins of instructions; and copies of circular letters. (Rarely, official.) 8½ x 12 covers, 6½ in., in filing drawer. Hall, 2d Floor. (13)

156. CREW REPORTS AND CORRESPONDENCE, 1933 - 1937. Reports and correspondence relative to failure of members of station crew in performance of duty, official forms of transfer of members of crew, applications for leave of absence, copies of monthly machinery reports, copies of general orders, and bulletins. (Rarely, official.) 8½ x 12 covers, 8½ in., in filing drawer. Hall, 2d Floor. (12)

157. ROUGH LOG, 1933 to date. Record kept by lookout on watch of weather conditions, vessels passing, direction of vessels, and time of passing. (Rarely, official.) 8 x 10½ vols., 3 in., on small shelf in cabinet. Hall, 2d Floor. (8)

158. REPORTS AND CORRESPONDENCE, 1936 - 1937. Copies of reports on Hull Boards, monthly reports on efficiency marks of station crew, inspection reports, monthly range reports of small arms, reports of assistance rendered, statistical reports, commercial reports to War Dept. of rivers and harbors, ordinance reports and bulletins, Weather Bureau reports, abstracts of operations, bills of lading, vouchers, and copies of letters relative to the foregoing matters. (Rarely, official.) 9 x 12 covers, 4 in., in steel filing drawer. Office. (2)

BUREAU OF CUSTOMS

BUREAU OF CUSTOMS

ASHLAND

OFFICE OF DEPUTY COLLECTOR

Post Office Bldg., 601 Second St., West

The Ashland subport of entry was established about 1872 and became a port of entry some twenty years ago, under the headquarters port of Duluth. Prior to the occupancy of rooms in the Post Office, the post was held by men engaged in other business and had its location at their business establishments. Early records have either been lost or destroyed.

159. FOREIGN AND DOMESTIC BOAT ARRIVALS AND DEPARTURES AND DUTIES PAID, 1894 to date. Record of boats entering port with pulp wood, sulphur, coal, and baled paper pulp; record of duties on foreign goods; record of ore shipments, giving amount and date of shipments. (Occasionally, official.) 10 x 14 vols. (11) and 9 x 12 folders and packages, 1 ft. 9 in., in 2 wooden filing case drawers and on wooden shelf. Dirty. Rs. 3 and 4, 3d Floor. (58)

160. CORRESPONDENCE, 1910 to date. With Washington, on official matters; circulars on new laws and their enforcement. (Occasionally, official.) 9 x 12 folders, 5 ft. 4 in., in wooden filing case and on 2 wooden shelves. Rs. 3 and 4, 3d Floor. (57)

161. MANIFESTS, 1915 to date. Type and amount of cargoes. (Occasionally, official.) 9 x 12 folders, 4 ft. 4 in., in wooden filing case and on wooden shelf. Dirty. Rs. 3 and 4, 3d Floor. (56)

GREEN BAY

OFFICE OF DEPUTY COLLECTOR
Quatsoe Bldg., 230 E. Walnut St.

The port of Green Bay was established about 1897 and is under the headquarters port of Milwaukee. There is no available information on the location or changes in office prior to 1924, when the present location was occupied. Most records prior to 1931

have been either lost, destroyed, or sent to Milwaukee, with the exception of one group discovered in the basement of this building and dating from 1897. Excess papers are burned; papers regarding entering and clearing of foreign boats are sent to Washington, and duplicates of others are sent to Chicago.

162. BONDS FOR EXAMINATION OF IMPORTED TEA, 1894 - 1907 (1895 - 1900 and 1905 - 1906 missing). Bonds given by tea importers allowing goods to remain in U.S. bonded warehouses until released by Customs and agreeing to furnish samples of tea for examination. (Never.) 4 x 9 paper packages, 1 in., in pasteboard box. Basement, W. center. (67)

163. BILLS OF SALE OF ENROLLED VESSELS AND YACHTS, 1896; 1903 - 1905; 1907. Assignments of ownership. (Never.) 4 x 9 folded documents, 2 in., in pasteboard box. Basement, W. center. (73)

164. APPLICATIONS OF OWNERS FOR OFFICIAL NUMBER AND SIGNAL LETTERS, 1897 - 1901. Name of owner, name of boat, tonnage, where and by whom built, and dimensions. (Never.) 4 x 9 folded documents, ½ in., in pasteboard box. Basement, W. center. (71)

165. GENERAL CORRESPONDENCE, July 1901 - Dec. 1908. Incoming letters and instructions from district office. Filed chronologically. (Never.) 10 x 12 covers, 8 in., in pasteboard box. Basement, W. center. (80)

166. LETTERS WRITTEN, July 1901 - Sept. 1913. Tissue hectograph sheets of all letters. (Never.) 10 x 12 covers, 6 in., in pasteboard box. Basement, W. center. (77)

167. ENTRIES FOR CONSUMPTION, 1903. Names of consignor and consignee, name of vessel, number and weight of packages, value, and percent and amount of duty to be collected. (Never.) 4 x 9 envelopes, 1 in., in pasteboard box. Basement, W. center. (76)

168. FRONTIER LICENSE FOR ENROLLED VESSEL, 1907. Indicates number assigned to vessel by the District Collector and dates of renewals; only one vessel. (Never.) 4 x 9 folded document, in pasteboard box. Basement, W. center. (72)

169. MANIFESTS OF INCOMING FOREIGN CARGOES, 1907; 1909. Statements of masters of incoming foreign boats, giving kind and amount of cargo, value, port of origin, destination, and type of shipment. (Never.) 4 x 9 folded documents, 3 in., in pasteboard box. Basement, W. center. (69)

170. GENERAL CORRESPONDENCE, 1907; 1909; 1912 - 1913. Duties collected, shipment tracings, amounts collected, etc. (Never.) Variously sized envelopes, 6 in., in pasteboard box. Basement, W. center. (68)

171. MEMORANDUM OF DIMENSIONS TAKEN IN ADMEASUREMENT, 1907 - 1914 (1908; 1910 - 1912 missing). Name of owner, name of boat, type, where and by whom built, measurements, tonnage, and description. (Never.) 4 x 9 covers, 2 in., in pasteboard box. Basement, W. center. (75)

172. MANIFESTS, Mar. 1910; Feb. 1920 to date. Inward foreign manifests, affidavits stating that no supplies were purchased or repairs made to an American vessel while at foreign ports, outward foreign manifests, and customs forms from foreign countries. (Daily in summer; semi-weekly in winter, official.) 9 x 11½ folders, 1 ft. 2 in., in steel filing case drawer. 2d Floor, E. center. (447)

173. LIST OF BOAT LICENSES, 1913. Names of owners and addresses. Filed alphabetically. (Never.) 6 x 12 vol., ½ in., in pasteboard box. Basement, W. center. (78)

174. OATH OR AFFIRMATION OF NEW MASTERS, 1913; 1916. Oaths of citizenship of new masters, giving name of master, date, native or naturalized citizen, and name, port, and tonnage of vessel. (Never.) 4 x 9 folded documents, 2 in., in pasteboard box. Basement, W. center. (70)

175. OUTWARD FOREIGN MANIFESTS, 1913 - 1916. For clearance of boats, giving district, port, nationality, type, name, tonnage, name of master, destination, cargo, and passengers. (Never.) 4 x 9 folded documents, 3 in., in pasteboard box. Basement, W. center. (74)

176. RECORD OF CITIZENSHIP OF OWNERS AND MASTERS, 1914. Name, birthplace, and nationality. (Never.) 6 x 12 vols., ½ in., in pasteboard box. Basement, W. center. (79)

177. CORRESPONDENCE, 1923 - 1926. Filed by subject. (Never.) 10 x 12 folders, 2 ft., in wooden filing case drawer. Office. (63)

178. GENERAL FILE, 1926 to date. List of stores, certificates, oaths, permits, affidavits, bills of sale, transcripts, schedules of fees, manifests, enrollments, mortgages, clearances, tonnage, tax receipts, correspondence, entries, notices, arrivals, declarations, purchases, applications, summaries, bonds, requests, records, and reports. Index copy appended. (Rarely, official.) 10 x 12 folders, 6 ft. 2½ in., in wooden and 4 steel filing drawers. Office. (62)

179. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, 1926 to date. Daily record of foreign boats entering and clearing. (Frequently, official.) 10 x 14 vol., 1 in., in desk. Office. (64)

180. OATHS ON CHANGE OF MASTERS, May 1926 - Sept. 1936. Oath or affirmation of new masters of vessels, giving name of master, name and kind of boat, weight of boat, shipmaster's oath, and port, with

signature of Deputy Collector. Filed chronologically. (Rarely, official.) 9 x 11½ folders, 3/4 in., in steel filing case drawer. Second Floor, E. center. (443)

181. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, July 1926 to date. Entry date, clearing date, official number, flag, rig, name of vessel, port to or from, country to or from, net tons, tonnage tax, number of crew, fees, cargo, and ballast; booklet on procedure of entering and clearing vessels in foreign trade; summary of Customs laws; also record of pulp tonnage entered. Filed chronologically. (Daily in summer; rarely in winter, official.) 10½ x 14½ vols., 1¼ in., on desk in waiting room. 2d Floor, N. (449)

182. DUTIABLE GOODS, Sept. 1931 to date. Cat. 7201, register of all dutiable goods entering, giving consignee and consignor, amount, and value of shipments. (Rarely, official.) 5 x 11 vols., 6 in., on top of steel cabinet. Office. (65)

183. CORRESPONDENCE, April 1932 - June 1933; Feb. 1935 to date. Bonds, bulletins, certificates, receipts, monthly summary schedule, and correspondence on alcoholic beverages, collection of customs, and miscellaneous. (Daily, official.) 9 x 11½ folders and envelopes, 10 in., in steel filing case drawer. 2d Floor, E. center. (446)

184. MISCELLANEOUS, Jan. 1933 to date. Cats. 72-1 and 7203 and WDT Forms 5049B, 5151D, 5155, 5159, 5157, 5207G, 5193, 5151B, and 5167; correspondence, record of entries and goods forwarded in bond, record and schedule of repayments and reimbursable collections, record and schedule of navigation fees, fees on account of deceased passengers, tonnage taxes, free entries, additional and supplemental duties collected, schedule of dutiable and free entries, duties collected on warehouse withdrawals, certificates of deposits, daily records and statements of collections, goods sent to general order stores, deposits and balances, and refunds. (Daily in summer; rarely in winter, official.) 21 x 22 binders, 4½ in., on desk in waiting room. 2d Floor, N. (451)

185. ENTRIES, Nov. 1933 - Sept. 1936. Free, six month, and dutiable entries; record containing consumption entry, summary of entered value, invoices, consumption entry permit, carrier certificate, declaration of nominal consignee, purchaser or ultimate consignee, summary entered, value examination, appraisements, bills of lading from other countries, notices of purchase of merchandise, transportation entry, and manifest. (Daily in summer; semi-weekly in winter, official.) 9 x 11½ folders, 1 ft. 10 in., in steel filing case drawer. 2d Floor, E. Center. (445)

186. RECEIPTS, Apr. 1935 - Feb. 1936. Bill or receipt, ticket for goods delivered from stores, advice on withdrawals, warehouse permit, transportation entry and manifest of goods subject to inspection,

carrier certificate, and correspondence. Filed chronologically. (Rarely, official.) 9 x 11½ folders (2), ¼ in., in steel filing case drawer. 2d Floor, E. center. (444)

187. REPORT OF LIQUOR ENTRIES, Apr. 1935 to date. Cat. 7208, register of liquor received. (Rarely, official.) 8 x 11 vols., 2½ in., on top of steel cabinet. Office. (66)

188. WAREHOUSE LIQUOR ENTRIES, May 1935 to date. Forms 5201, 5215, 5153, and 5161B: warehouse ledger, merchandise received, permitted, and delivered from warehouse, record of goods entered in bond, record and schedule of miscellaneous collections, ticket for goods delivered from store, order for stamps, warehouse withdrawals for consumption, and record and schedule of duties collected on warehouse withdrawals. (Daily, official.) 9½ x 11½ binder, 3 in., on desk in waiting room. 2d Floor, N. (448)

189. RECORD OF VESSELS IN COASTWISE TRADE, Nov. 1935 - July 1936. Date, rig, name of vessel, net tons, crew number, fees, cargo, ballast, remarks, port of origin, and destination; prior records reported on Serial 449. Filed chronologically. (Daily in summer; weekly in winter, official.) 10½ x 14 vols., 1¼ in., on desk in waiting room. 2d Floor, N. (450)

MANITOWOC

OFFICE OF DEPUTY COLLECTOR
Kellner Shoe Store, 812 S. 8th St.

This office was established in 1852, under District 37 headquarters port of Milwaukee, with Chas. E. Fitch acting as Deputy Collector. The tenure of Mr. Fitch is unknown, but in 1881 the office was held by Geo. Burnet, who was succeeded by the following: Fred Hinrichs, Atty. C. H. Sedgwick, Fred Schultz, and in 1916, E. J. Kellner, the present incumbent.

The office of Deputy Collector has always been held by men engaged in other business and its functions carried on simultaneously with the conduction of such business. Hence it is assumed that the records of this office were transferred at each change of Collector to the place of business of that Collector. Mr. Burnet was an employee of the First National Bank of Manitowoc, 208 North 8th Street; Mr. Hinrichs proprietor of the Hinrichs Drug Store, 724 York Street; Atty. Sedgwick conducted a law office in the Garrison Block, North 8th Street; Mr. Schultz conducted a business in the building which is not the Kellner Shoe Store. These buildings are all still in use. This information was gathered from a scrapbook of marine affairs compiled by Capt. Ed. Carus, Manitowoc, Wisconsin, and from Capt. Carus himself, who was personally acquainted with the Collectors mentioned with the exception of Mr. Fitch.

Some records are sent monthly to Milwaukee. Financial reports and reports of ships of foreign entry are sent to Washington via Milwaukee. No records are destroyed.

190. ENTRANCES AND CLEARANCES, 1926 to date. Record of vessels in foreign and coastwise trade, giving official number, flag, rig, name of vessel, port and country of hail or destination, net tons, tonnage tax, number of crew, fees, cargo, and remarks. (Frequently, official.) 10 x 14 vols. (2), 2 in., on table. (11)

191. FINANCIAL REPORTS, 1931 to date. Copies of daily record and statement of collections, deposits, and balances; monthly summary schedule of duty collections, deposits, and balances. Filed chronologically. (Occasionally, official.) 8½ x 11 loose sheets, 2 in., in filing case drawer. (8)

192. GENERAL FILE, 1931 to date. Form 5109, daily record and statement of collections, deposits, and balances; record of entries and goods received in bond from other ports; record of free entries; record and schedule of collections billed on customs; record and schedule of navigation fees; fees on account of deceased passengers, and tonnage taxes collected in district; record of entries and goods forwarded in bond; record and schedule of increased, additional, and supplemental duties collected in district; record of goods from general order stores; record and schedule of refunds. (Frequently, official.) 9½ x 12 loose-leaf books, 2½ in., in filing case drawer. (9)

193. GENERAL FILE, 1931 to date. Record of liquidations, record of dutiable consumption entries, record and schedule of special deposits, refunds, transfers, etc. (Daily, official.) 9 x 12 loose-leaf books, 1½ in., in filing case drawer. (10)

194. CORRESPONDENCE AND BONDS, 1932 to date. Bonds furnished by carriers and importers, bulletins of instructions from the Bureau of Customs, letters on arrival and clearance of ships, and receipts. Filed chronologically. (Daily, official.) 9½ x 11½ folders, 8 in., in filing case drawer. (7)

195. CONSUMPTION ENTRIES AND NOTICES OF INTENT, 1933 to date. Forms 7511A and 7512, consumption entry; dock book of weighers or gaugers; return certificate of weight, gauge or measure of imported merchandise; summary of entered value, examination and appraisement; invoice; declaration of nominal consignee, purchaser, or ultimate consignee; transportation entry, and manifest of goods subject to inspection; carrier's certificate. Filed chronologically. (Occasionally, official.) 9½ x 12 folders, 1 ft. 3 in., in filing case drawer. (12)

MARINETTE

OFFICE OF DEPUTY COLLECTOR
Federal Bldg., Liberty and Stephanson Sts.

This subport performs the same general functions as all the other Offices in Wisconsin. For details as to these functions, see the report on the headquarters port of District 37 at Milwaukee. Reports are sent to the headquarters port, whence they are forwarded to Washington. Certain other reports are sent to the Comptroller at Chicago, Illinois. Daily reports of vessels entered, vessels cleared, and no transactions are sent to the Shipping Board, Bureau of Research, Washington, D.C. Old records are not kept at the Marinette office but are stored at Milwaukee.

196. RENEWAL OF LICENSES, 1916 - 1923. Applications for renewal by owners of boats: class I motor-boats show name of boat, name of owner and address, length of boat, and its use; boats measured in Marinette Co. 1916 show gas used, name of boat, owner and address; class II boats show name of boat, owner, address, length, and use; list of fishing boats show name of owner and address, and kind of boat; also lists of licenses issued giving date and to whom issued, kind and amount of tonnage unloaded or shipped and date, name of arrivals and departures, and totals of boats and tonnage. (Rarely, official.) 8½ x 13 vols., 1 in., on wooden cabinet shelf. R. 213. (317)

197. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN FOREIGN TRADE, 1926 to date. Entrances show date, official number, flag, rig, name of vessel, where from, port, country, net tons, tonnage carried, number of crew, fees, cargo, and ballast; clearances show date, official number, flag, rig, name, destination, port, country, net tonnage, tax, number of crew, fees, cargo, and ballast. (Occasionally, official.) 10 x 14 vols., 1 in., on wooden cabinet shelf. R. 213. (320)

198. DAILY RECORD AND STATEMENT OF COLLECTIONS, DEPOSITS, AND BALANCES FOR MARINETTE, WIS., AND MENOMINEE, MICH., 1931 to date. Cat. 7201: record and schedule of repayments and reimbursable collections, 1936 to date; record of free entries, 1931 to date; records of goods entered in bond, 1934 to date; record of entries and goods received in bond from other ports, 1932 - 1936; record and schedule of navigation fees, fees on account of deceased passengers, and tonnage taxes, 1931 to date; record and schedule of collections billed on Customs Form 5109, 1934 to date; and record and schedule of goods dutiable and free, 1934 to date. (Occasionally, official.) 9½ x 11½ vols., 2½ in., in steel filing case drawer. R. 213. (321)

199. VESSEL OR AIRCRAFT BONDS, TERM, 1933 to date. Name of vessel or steamship line, where and how incorporated, amount of surety bonds and by whom issued, date, and name of ports of entrance and clearance of vessels, signed by Secretary of steamship line, resident Vice President, resident Secretary of Surety Company with rate of premium given, amount of premium, and date approved by Commissioner, with his signature. (Occasionally, official.) 10 x 12 folders (10), 1 in., in steel filing drawer. R. 213. (319)

200. ENTRIES, FREE AND DUTIABLE, 1933 to date. District number, name of district, name of company importing, name of steamship arrived, date of arrival, country arrived from, marks and number, merchandise packages and description, tariff, value in foreign money, entered value in U.S. money, rate duty, seal, and date, with stamp showing date certified by Comptroller. (Frequently, official.) 10 x 12 folders, 8 in., in folder on steel filing case. R. 213. (305)

201. LETTERS, COPIES, 1934 to date. Correspondence and instructions. (Occasionally, official.) 9½ x 12 folders and envelopes, 1 in., in steel filing case and on wooden filing case shelf. R. 213. (323)

202. RECEIPTS, 1934 - 1936. Memoranda of vessel fees, entrance fee, clearance fee, tonnage tax, additional tonnage tax, surveyor's fees, fee to carry deceased passengers, coastwise permit and receiving manifest, foreign vessels, night service, fee stamps, sundry fees, head tax, bill of health, and total; also account for services of officers and receipt, with signature of Deputy Collector. (Occasionally, official.) 9 x 12 envelopes, 1 in., in steel filing case. R. 213. (307)

203. SHIPMENTS RECEIVED, 1934 - 1936. Inward foreign manifests, list or manifest of aliens employed on vessel as members of crew, carrier's certificates, master's oaths on entry of vessels from foreign port, shipping order, Bureau of Navigation and Steamboat Inspection, certificates on landing residue of cargo to cancel bond, cargo, mail and passenger reports, reports outward, lists of sea and ship stores on board, vessel or aircraft bonds, bills of health, store list, and certificates of clearance from Canadian quarantine. (Occasionally, official.) 12 x 13½ folders (25), 8 in., in steel filing case drawer and on wooden cabinet shelf. R. 213. (316)

204. COLLECTOR'S CORRESPONDENCE, 1934 to date. Letters from Milwaukee containing instructions and information pertaining to duties of this office, such as entrance and clearance of vessels, collection of duties, tonnage tax, and navigation fees. (Occasionally, official.) 9 x 12 folders and envelopes, 3 in., in steel filing case drawer and on shelf in wooden filing cabinet. R. 213. (322)

205. CORRESPONDENCE, 1934 to date. Correspondence concerning vessel or aircraft bonds with freighting companies relating to regulations as to entry and clearance of vessels. (Occasionally, official.) 9 x 12 folders, ½ in., in steel filing case drawer. R. 213. (314)

206. MONTHLY SUMMARY AND SCHEDULE OF DUTY COLLECTIONS AND DEPOSITS AND BALANCES, 1934 to date. District number, port, date, classification, balance from last account, collections, total, deposits, and balance due U.S., with certification and signature of Deputy Collector; also contains for each business, miscellaneous collections, papers, and special deposit collections. (Occasionally, official.) 9½ x 12 envelope, ½ in., in steel filing case. R. 213. (306)

207. TRADE MARKS, 1934 to date. Correspondence concerning trade marks used by various foreign firms dealing in wines and spirits and the patenting thereof. (Occasionally, official.) 9 x 12 folders, ½ in., in steel filing case. R. 213. (302)

208. LETTERS, 1935. Correspondence with customs brokers concerning entries and necessary documents covering shipments. (Rarely, official.) 9 x 12 envelopes, 1 in., on shelf of wooden filing case. R. 213. (311)

209. LETTERS, COPIES, 1935. Correspondence concerning business, such as supplies, reports, steamships, documents, etc. (Rarely, official.) 9 x 12 envelopes, 1 in., on shelf in wooden filing case. R. 213. (310)

210. CUSTOMS INFORMATION EXCHANGE, 1935. Correspondence. (Rarely, official.) 9 x 12 envelopes, 1 in., on shelf in wooden filing cabinet. R. 213. (308)

211. DEPARTMENT LETTERS, 1935 - 1936. Correspondence from the Bureau concerning shipments of various products. (Occasionally, official.) 9 x 12 envelopes, 1 in., on shelf in wooden filing case. R. 213. (309)

212. RECORD OF DUTIABLE CONSUMPTION ENTRIES, 1936 to date. Cat. 7203: district number, port, month, day collected, importer, merchandise, brief description, duty paid, entry number, notation, overtime service, refunds, transfer, date, voucher or case number, name of purchaser; passengers, class, amount, etc. (Daily, official.) 9 x 11 loose-leaf books, 2½ in., in steel filing case drawer. R. 213. (312)

213. CONFIDENTIAL FILE, 1936 to date. Correspondence pertaining to smuggling of narcotics and precious stones, shipment of woolen cloth, skipper's export declaration, and restriction on importation. (Occasionally, official.) 9 x 12 folders, ½ in., in steel filing case. R. 213. (304)

214. REPORT OF OVERTIME SERVICES, REFUNDS, AND TRANSFERS, 1936 to date. Voucher or case number, name of purchaser, passenger, class, and amount. (Monthly, official.) 9½ x 11 vols., 2½ in., in steel filing case drawer. R. 213. (313)

215. MISCELLANEOUS FILE, 1936 to date. Daily record and statement of collections, deposits, and balances, total collection, record and schedule of repayments and reimbursable collections, record of fee entries, record of goods entered in bond, record and schedule of collections billed on Form 5109, record and schedule of increased, additional, and supplemental duties collected in district, number of district, and record and schedule of dutiable goods. (Frequently, official.) 10 x 12 loose-leaf books, 3 in., in steel filing case drawer. R. 213. (315)

216. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS IN COASTWISE TRADE, 1936 to date. Record of entering vessels gives date, rig, name of vessel, where from, net tons, number of crew, fees, and cargo; record of cleared vessels gives date, rig, name of vessel, destination, net tons, number of crew, and cargo. (Rarely, official.) 10 x 14 vols., 1 in., on wooden cabinet shelf. R. 213. (318)

217. LETTERS OF INSTRUCTION, June 1936 to date. Correspondence from Washington and Milwaukee concerning trade name, quarantine, trade mark, shipment of beverages, international traffic in arms, exemptions on travellers, importer's license, and rates of duty, and Federal Alcohol Administration ruling concerning notice to importers of foods, drugs, poisons, etc., regarding patents, rate on products imported, and internal revenue. (Occasionally, official.) 9 x 12 envelopes (3), 1½ in., on shelf in wooden filing case. R. 213. (303)

MILWAUKEE

OFFICE OF APPRAISER
Appraiser's Stores, 628 E. Michigan St.

218. TRADE MARK COPIES, Feb. 20, 1905 to date. Copies of registered trade marks with renewals. Filed alphabetically. (Daily, official.) 8 x 12 folders, 3 ft., in 2 steel filing case drawers. R. 204. (862)

219. CONSULAR CERTIFICATES AND SHIPPERS' DECLARATIONS FOR RETURNED AMERICAN SHOOKS OR STAVES, Mar. 1913 - Feb. 1915. Form 130, consular certificate; later records described in Serials 1080, 1082, and 1083. (Never.) 8 x 10½ loose sheets, 2 ft. 6 in., in 8 legal document holders. R. 108. (1079)

220. CONTRACTS AND CORRESPONDENCE, AMERICAN EXPEDITIONARY FORCES, Apr. 1918 - Apr. 1919. Records giving specifications and instructions for purchase and delivery of war material. (Never.) 8 x 10½ and 10½ x 14 folders, 6 in., on steel shelf in vault. R. 108. (1116)

221. CONSULAR AND SHIPPERS' INVOICES, Jan. 1919 - Jan. 1929. Invoices of merchandise purchased in foreign countries, showing itemized list of prices; records prior to 1914 destroyed, and invoices not used during war time period. (Never.) 8 x 10½ bundles (8), 12 ft., in 4 steel bins. R. 108. (1080)

222. SHIPPERS' INVOICES, July 1919 to date. Invoices of merchandise purchased from foreign manufacturers. Filed alphabetically. (Older records never, current daily, official.) 8 x 10½ folders, 6 ft., on steel shelf in vault, and in 2 wooden-faced steel drawers. Rs. 110 and 108. (1082, 1083)

223. CORRESPONDENCE, Jan. 1922 to date. Typewritten letters and mimeographed copies distributed by Customs Information Exchange containing information relative to the Duty Dumping Act of May 1921. (Daily, official.) 8 x 10½ folders, 1 ft., in wooden filing case drawer. R. 108. (1117)

224. FOREIGN INVOICES OF IMPORTS FROM CHINA, Apr. 1923 to date. Invoices of shipments of merchandise imported from China. (Never.) 8 x 10½ loose sheets, 3½ in., on steel shelf in vault. R. 108. (1078)

225. DUTY FREE INVOICES, July 1929 to date. Invoices of merchandise purchased in foreign countries shown on the free list; records prior to July 1929 not segregated from other invoices, but in same file as material described in serial abstract 1080. (Daily, official.) 8 x 10½ loose forms, 2 ft., in 9 wooden filing case drawers. R. 108. (1081)

HEADQUARTERS PORT
OFFICE OF COLLECTOR

(A) Appraiser's Stores Bldg., 628 E. Michigan St.
(B) Federal Bldg., 517 E. Wisconsin Ave.

Established in 1850, this agency had quarters in the U. S. Courthouse and the old Customs House Building until 1898, when it moved to the Federal Building. In 1916, with the erection of the Appraiser's Stores Building, the division in charge of appraisement and examination has been located in this building. In addition, many old records have been stored in the Appraiser's Stores. Some records of this agency have been destroyed on official authorization, H. R. Report 1384, April 27, 1934, permitting the