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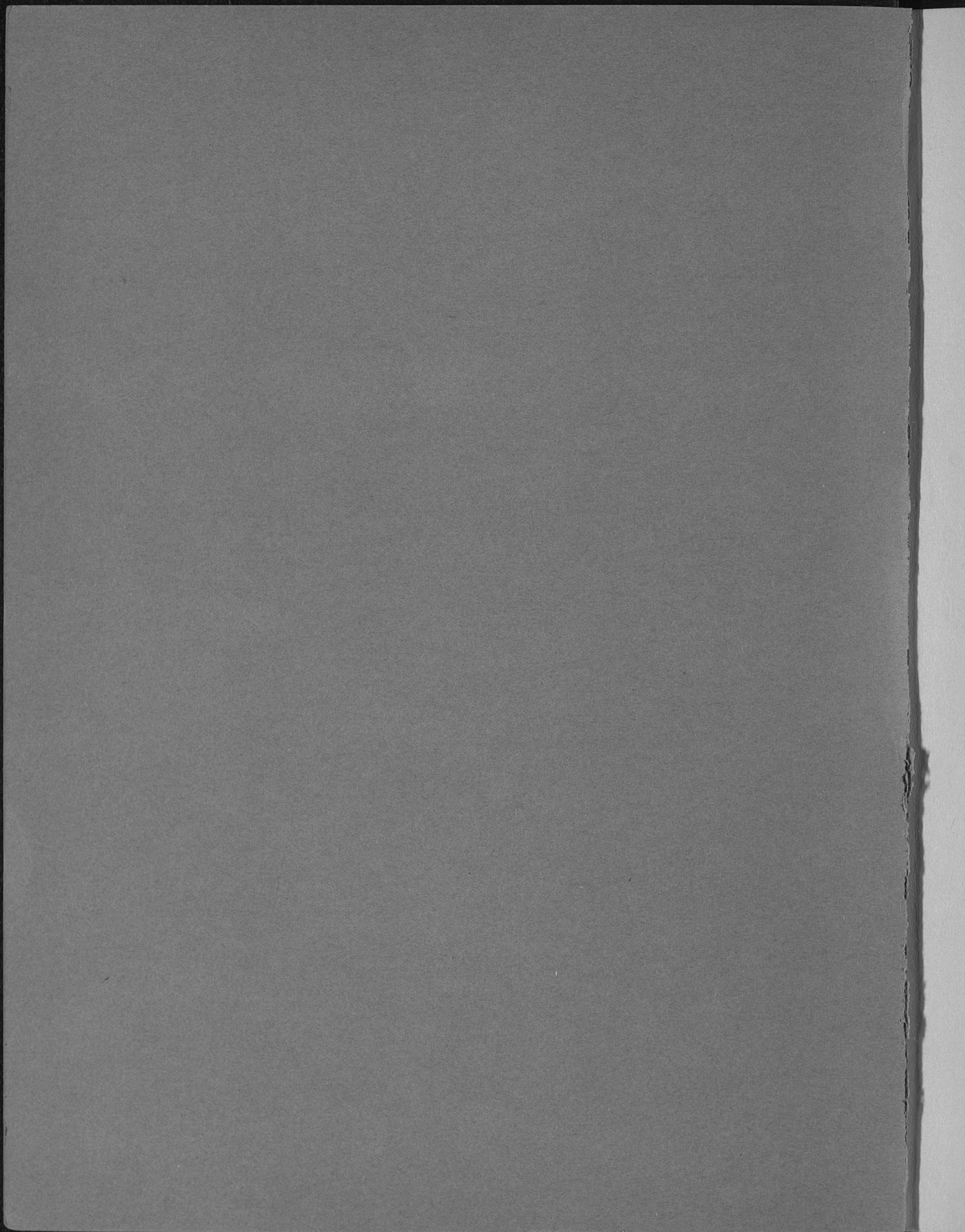
INVENTORY OF FEDERAL ARCHIVES IN THE STATES

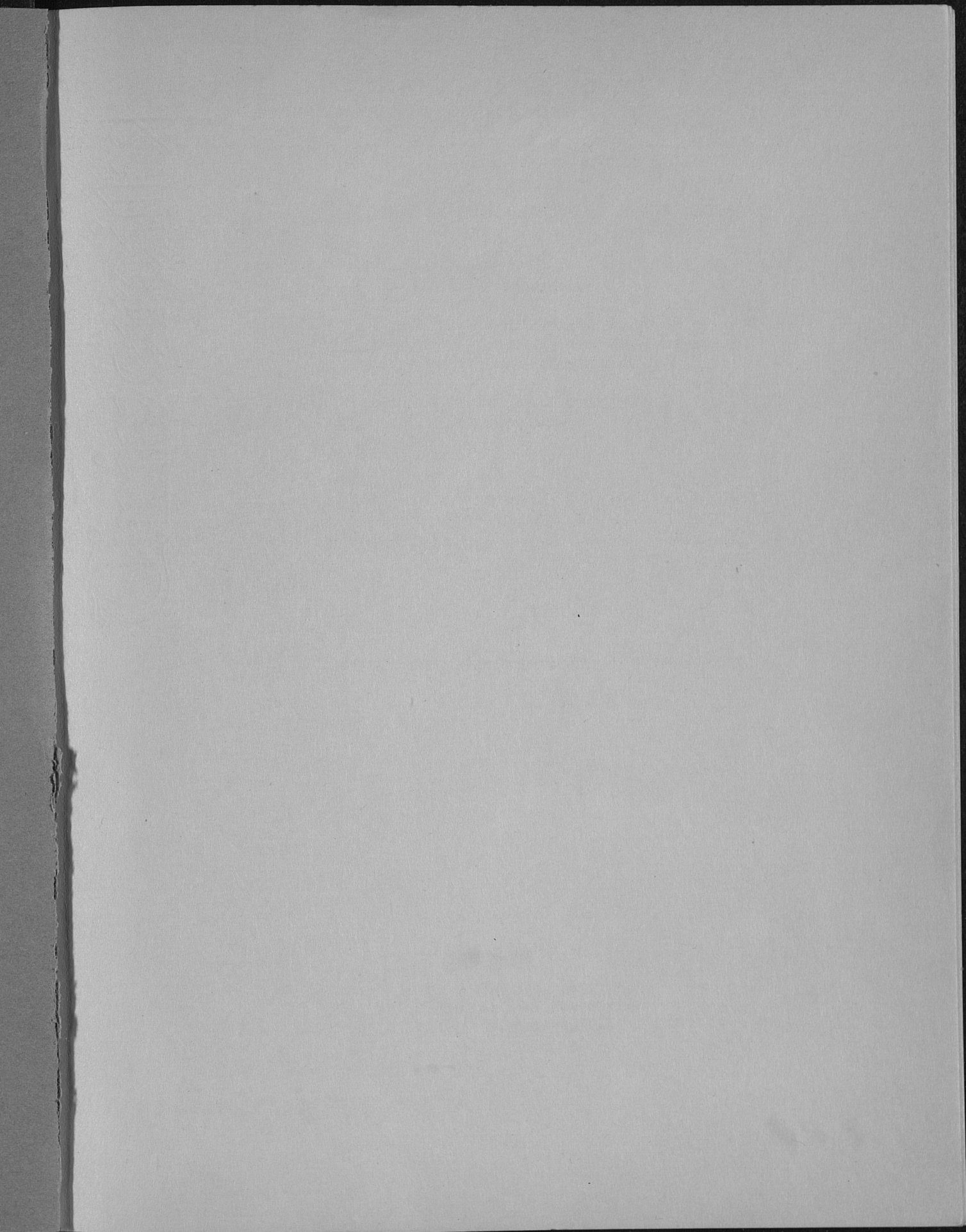
SERIES XVI
THE FARM CREDIT ADMINISTRATION
No. 10
GEORGIA

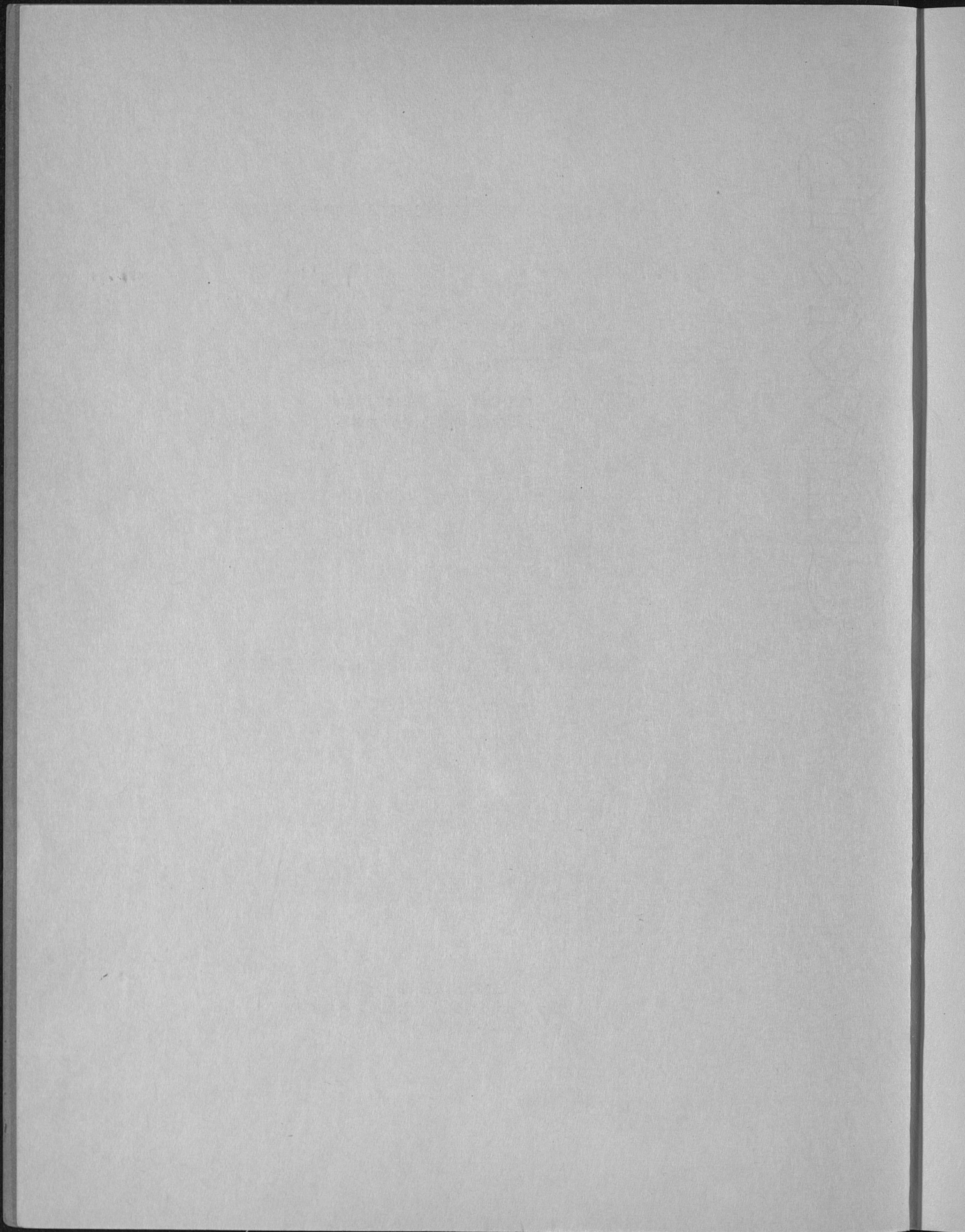
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THE GEORGIA HISTORICAL RECORDS SURVEY
WORK PROJECTS ADMINISTRATION







INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives
Division of Community Service Programs
Work Projects Administration

The National Archives
Cooperating Sponsor

SERIES XVI. THE FARM CREDIT ADMINISTRATION

NO. 10 GEORGIA

Atlanta, Georgia
The Historical Records Survey
February 1941

The Historical Records Survey

Philip M. Hamer, Assistant Director in Charge of the
Inventory of Federal Archives
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PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued since that date as a unit of the Historical Records Survey, also operating as a nation-wide project of the Works Progress Administration, and a group of state or local projects of that Administration and of the Work Projects 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 records 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 Georgia the work of the Survey was under the direction of Professor Merritt B. Pound from its inception until June 30, 1937. Since that time the Historical Records Survey in Georgia, now sponsored by the State Planning Board, has continued work on the Inventory of Federal Archives. This Inventory of the records of the Farm Credit Administration in Georgia was prepared in the Atlanta office of the Survey and was edited before final typing by Mr. L. J. Darter, Jr., of the Division of Agriculture Department Archives of The National Archives. It is reproduced in mimeographed form through the facilities of the Historical Records Survey.

Atlanta, Georgia
February 27, 1941

Frederick S. Hulse, State Supervisor
Historical Records Survey in Georgia

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THE FARM CREDIT ADMINISTRATION

FARM CREDIT ADMINISTRATION

ATLANTA

EMERGENCY CROP AND FEED LOAN SECTION

FIELD SUPERVISOR

Federal Annex, bounded by Forsyth,
Hunter, and Spring Sts.

This office was established in April 1932 and serves Cherokee, Clayton, Cobb, DeKalb, Fayette, and Fulton counties. No records have been destroyed. All reports are sent to state supervisor in Macon, Georgia.

1. GENERAL CORRESPONDENCE, Jan. 1, 1931 to date. Correspondence relative to crop loans made by farmers in this district, and miscellaneous references made concerning these loans. Filed alphabetically as to county. (Daily, official.) 9 $\frac{1}{2}$ x 12 folders, 3 ft., in steel filing case. R. 503. (2467)

2. CROP LOANS, PAST DUE, Jan. 1, 1931 - Dec. 31, 1935. Records of crop loans (payment past due) showing date due, name of person to whom loan was made, amount due, and paid, total amount of loan, Field Supervisor's report and remarks. Filed alphabetically as to county. (Daily, official.) 7 x 9 loose papers, 5 ft., in steel filing case. R. 503. (2464)

3. PAID CROP LOANS, Jan. 1, 1931 - Dec. 31, 1935. Record of paid crop loans made by farmers of this district, showing name of person making loan, location, description and date of loan, date paid, Field Supervisor's reports, and remarks. Filed alphabetically as to county. (Never.) 8 x 10 $\frac{1}{2}$ folders, 15 ft., in wooden bookcase. R. 503. (2466)

4. NEW CROP LOANS, Jan. 1, 1936 to date. Records of new crop loans made by farmers in this district, showing name of person making loan, location, amount of loan, date of loan, kind of collateral if any, Field Supervisor's reports, and remarks. Filed alphabetically as to county. (Daily, official.) 7 x 9 loose papers, 1 ft. 6 in., in steel filing case. R. 503. (2465)

LAND BANK DIVISION
TEMPORARY SALES OFFICE

101 Marietta St. Bldg., 101 Marietta St., NW.

This office was established on September 1, 1936 for the supervision of sales of farm lands in Georgia. No records have been destroyed. All reports are sent to the regional office, Columbia, South Carolina.

5. MISCELLANEOUS PROSPECT FILE, Sept. 1, 1936 to date. Correspondence from individuals to this office requesting lists of farms for sale in any county of Georgia. Filed alphabetically. (Daily, official.) 10 x 15 folders, 4 in., in steel filing case. SE. corner, ground floor. (3721)

6. PERSONNEL FILE, Sept. 1, 1936 to date. Correspondence with real estate salesman of the Federal Land Bank and this office concerning sale of farms. Filed alphabetically. (Daily, official.) 10 x 15 folders, 2 in., in steel filing case. SE. corner, ground floor. (3722)

7. FIELD REPRESENTATIVE, Sept. 1, 1936 to date. Records of field representatives whose duties are to collect all payments due, and to make all necessary loans. (Daily, official.) 10 x 15 folders, 6 in., in steel filing case. SE. corner, ground floor. (3727)

8. LIST OF FARMS OWNED IN GEORGIA, Sept. 1, 1936 to date. Records showing name, location, acreage, type of building, and price, and farms that have been sold and the ones for sale, owned by the Federal Land Bank of Georgia. (Daily, official.) 10 x 15 folders, 2 in., in steel filing case. SE. corner, ground floor. (3725)

9. MAP OF FARMS IN GEORGIA, Sept. 1, 1936 to date. Map showing locations of farms, acreage, amount in cultivation, amount in timber, and territory over which real estate salesmen travel in connection with the sale of farms. (Daily, official.) 41 x 48 map, no volume, on wooden board. SE. corner, ground floor. (3726)

10. MISCELLANEOUS FILES, Sept. 1, 1936 to date. Maps, supply requisitions, foreclosure slips, notice of foreclosure, telegram copies, bonus awards, and information given to prospects on various forms. Filed alphabetically. (Daily, official.) 10 x 15 folders, 2 in., in steel filing cases. SE. corner, ground floor. (3724)

11. REAL ESTATE FILES BY COUNTIES, Sept. 1, 1936 to date. Correspondence with buyers concerning sale of farms; file also contains copies of mortgage deeds on these farms. Filed alphabetically. (Daily, official.) 10 x 15 folders, 1 ft. in steel filing case. SE. corner, ground floor. (3723)

CALHOUN

EMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Gordon County Court House
Wall Street

This office was established on January 1, 1937. Counties under its jurisdiction are Catoosa, Dade, Fannin, Gilmer, Gordon, Murray, Pickens, Union, Walker, and Whitfield. Useless papers are destroyed. Records dated before January 1, 1937 were kept in Dalton prior to the establishment of this office.

12. APPLICATIONS FOR EMERGENCY CROP LOANS (FORM NO. 2 - YEAR - E.C.F.L.), Sept. 1, 1933 to date. Applications for emergency crop loans, each form giving name and address of applicant, description of crops and land on which crop will be started, statement as to equipment and livestock, financial statement, etc. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 12 ft., in 6 cardboard filing cabinets. R. east end, 2d floor. (46)

13. LEDGERS OF CROP LOANS MADE TO BORROWERS, Sept. 1, 1933 to date. Ledgers on which are posted loan number, amount of loan, borrower's name and

address, county, dates and numbers of receipts for collection, and amount of collections. (Daily, official.) $8\frac{1}{2}$ x 14 loose-leaf books, 2 ft., on table. R. east end, 2d floor. (44)

14. PUBLIC VOUCHER FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES INCLUDING PER DIEM, Jan. 1, 1937 to date. Vouchers for reimbursement of travel and other expenses including per diem, showing amount, itemized allotment of expense, accounting classification, itemized schedule of travel, and other expense, showing character of expenditure, and signature of payee. (Form attached to original typewritten copy.) Filed alphabetically. (Semimonthly, official.) 10 x 14 printed forms, 3 in., on table. R. east end, 2d floor. (45)

15. WEEKLY COLLECTION AND TIME REPORT, Jan. 1, 1937 to date. Weekly collection and time reports, showing date, collections in own territory, in other territory, and total collections, hour and place at which work began, place rented, mileage, per diem, miscellaneous expense, and signature. (Form 179-C attached.) (Weekly, official.) 10 x 14 printed forms in J. B. R. Brand File, 3 in., on table. R. east end, 2d floor. (43)

CRAWFORDVILLE

EMERGENCY CROP AND FEED LOAN SECTION FIELD SUPERVISOR

Crawfordville Bank Bldg., Monument St.

This office was established on January 1, 1937 to serve Taliaferro County. No records have been destroyed. All reports for Washington are made through the regional office, Columbia, South Carolina.

16. CREDIT SUMMARY SHEET, 1937. PCA Form 329, names of applicant and crop, dates of application and loan, type of loan, balance, renewal, acreage, production average per acre, rates per unit and acre, and amount. Filed alphabetically. (Never.) 9 x 12 folders, 8 in., in steel filing case. S. side room, 1st floor. (31)

17. APPLICATION FOR AGRICULTURAL LOAN, 1937 to date. PCA Form 301, financial statement of client, showing assets and liabilities, crops planted and harvested, name of applicant, date, and purpose for which funds are desired. Filed alphabetically. (Never.) 9 x 12 folders, 6 in., in steel filing case. S. side room, 1st floor. (32)

18. BILL OF SALE-WAIVER AND ASSIGNMENT OF LANDLORD, 1937 to date. PCA Form 403, bill of sale on all crops planted and waived, and assignment of the landlord. Filed alphabetically. (Never.) 9 x 12 folders, 6 in., in steel filing case. S. side room, 1st floor. (30)

19. CLIENT'S NOTE, 1937 TO DATE. PCA form showing copy of note given by client to Production Credit Administration secured by crop lien, given a schedule of advances. Filed numerically by note number. (Never.) 9 x 12 folders, 8 in., in steel filing case. S. side room, 1st floor. (28)

20. INSPECTOR'S REPORT ON AGRICULTURAL LOAN, 1937. PCA Form 306, report on real estate owned by applicant, including livestock and farm equipment; also shows personal data regarding applicant. Filed numerically. (Never.) 9 x 12 folders, 6 in., in steel filing case. S. side room, 1st floor. (29)

DALTON

LAND BANK DIVISION
NATIONAL FARM LOAN ASSOCIATION
Whitfield County Court House, Cleveland St.

This office was established on June 1, 1934. No records have been destroyed. All reports are sent directly to Columbia, South Carolina.

21. CORRESPONDENCE, June 24, 1934 to date. Correspondence between the field representative of this office and officials of the Columbia, South Carolina office, in regard to all business pertaining to Federal Land Bank; also letters concerning clients and other business matters. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft., on table. SE. corner, 2d floor. (148)

22. RECEIPTS FOR TAX, June 24, 1934 to date. F-152 - Tax Division, showing loan number, name of borrower, state, county, receipt, year, acreage, township, date paid, amount, date, and signatures of Secretary or Treasurer, and field representative. Form attached. Filed numerically by loan number and alphabetically by name of client. (Monthly, official.) 9 x 12 folders, 6 in., in steel filing cabinet. SE. corner of 2d floor. (151)

23. RECEIPTS, Oct. 1, 1934 to date. Receipts for stamps and payments of the Federal Land Bank, showing interest, total installment, name, and date. (Monthly, official.) 4 x 6 loose papers, 1 ft., in steel filing cabinet. SE. corner, 2d floor. (142)

24. SUPPLY REQUISITION, June 1, 1934 to date. Form X-5, date, name of person receiving supplies, department, to whom charged and delivered, division, section, floor, quantity; if printed form, description, and signature of approving official. Form attached. Filed chronologically. (Semimonthly, official.) 9 x 12 folders, 1 in., in steel filing cabinet. SE. corner, 2d floor. (144)

25. IMPORTANT FOURTH REMINDER, June 24, 1934 to date. Form Cd-2, notice that loans are past due, showing loan number, amount, date due, and interest, requesting these payments without delay. (Monthly, official.) 7 x 8 loose papers, 6 in., on table. SE. corner, 2d floor. (154)

26. APPLICATIONS FOR LOANS, June 24, 1934 to date. Form 1821, application number, appraisal fee, by whom paid, name and address of applicant joining association, amount of loan applied for, description and location of property, present adjoining owners, status of applicant, purpose of loan, and valuation of property; reverse side shows action of board of directors, date, signatures of witness and Secretary or Treasurer, insurance required, and signature of insurance clerk. Applications on loans are for counties of Fannin and Murray only. The field representative sends these applications to Columbia, South Carolina, for approval, later they are sent to district offices. Form attached. Filed numerically by application number. (Monthly, official.) 9 x 12 folders, 6 in., in steel filing cabinet. SE. corner, 2d floor. (150)

27. SUB-VOUCHER FOR EXPENSE ITEMS, June 24, 1934 to date. Form-1002, date, city, from whom received, amount, signature of traveling representative, and

signature and title of official. Form attached. (Monthly, official.) $3\frac{1}{4}$ x $6\frac{1}{2}$ covers, 2 in., on table. SE. corner, 2d floor. (143)

28. LIST OF DELINQUENT ITEMS, June 24, 1934 to date. Form CD-62, showing monthly payment due, loan number, name, installment, advances, kind, amount, and unpaid taxes. (Annual list of items is sent from head office, Columbia, South Carolina to the field representative.) Filed alphabetically by name of client. (Monthly, official.) 8 x 12 loose papers, 1 in., on table. SE. corner, 2d floor. (141)

29. ITINERARY, June 24, 1934 to date. Form T-1003, Itinerary, showing day of week, date, place, address for mail or telegrams, and signature of field representative. Form attached. Filed chronologically. (Daily, official.) $5\frac{1}{2}$ x $8\frac{1}{2}$ cards, 4 in., on table. SE. corner, 2d floor. (140)

30. DELINQUENT TAX NOTICES, Aug. 1, 1934 to date. Delinquent tax notices showing amount of loan account, date, name, loan number, explanation, charges due, and balance. (Monthly, official.) $7\frac{1}{2}$ x 10 loose papers, 2 in., on table. SE. corner, 2d floor. (153)

31. INDEX FILE, Nov. 1, 1934 to date. Cards showing name, address, date, item, debit, credit, and balance. Filed alphabetically. Indexed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft., in steel filing case. SE. corner, 2d floor. (145)

32. REPORTS ON ESTATES, June 24, 1934 to date. Form L-194 (Rev.) - The Federal Land Bank of Columbia, showing report on estates of deceased parties, loan number, date of death, name and address of executor, if there was a will, date of letters testamentary or of administration, county and county seat where administration is pending, date of publication of notice to creditors, names, ages and addresses of devisees under the will of heirs-at-law, if property securing the loan was left to a particular person or persons, nature and approximate value of other property owned at time of death, if carried insurance, amount, beneficiary, nature and amount of other indebtedness, and by whom submitted. Form attached. Filed alphabetically. (Quarterly, official.) 9 x 12 folders, 2 in., in steel filing cabinet. SE. corner, 2d floor. (149)

33. FIELD MEN'S DAILY REPORTS AND REMITTANCE SHEETS, Aug. 22, 1935 to date. Form T-986, date, day of week, territory number, inclusive dates started and finished, time and total miles traveled; section 1 - Grouped 1 and 2 Loan Interviews and Collections, 3 Real Estate Servicing, 4 Real Estate Work, loan or farm number, name, date called on borrower, purchaser, tenant or prospect, forms submitted, receipt number and amount of collections; sections 2 - 5 - Association Work and Special Matters, association, nature of work, number of hours spent in servicing work, and signature of field representative. Form attached. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in steel filing cabinet. SE. corner, 2d floor. (147)

34. INDIVIDUAL FILES, Mar. 26, 1934 to date. Records showing clients registered with FCA, correspondence reports, and records pertaining to individuals. Form T-544 - Report of General Inspection and Valuation of Farm, showing name, loan number, county, state, total amount of land, total in cultivation, location, if occupied by owner or tenant, brief description and valuation of buildings and land, present market value of farm and buildings, timber, orchards and other special features, value placed on farm by Secretary,

Treasurer, or other responsible person, and signature of official by whom inspected and valued. Form attached. Filed alphabetically by name of client. (Weekly, official.) 9 x 12 folders, 12 ft., in steel filing cabinet and 2 pasteboard transfer cases. SE. corner, 2d floor. (146)

35. SEMIMONTHLY EXPENSE REPORT AND VOUCHER, June 24, 1934 to date. Semi-monthly reports of expense for each pay period. The field representative signs these reports after notary public signs these vouchers, and sends to head office, Columbia, South Carolina. Filed chronologically. (Semimonthly, official.) 9 x 14 bundle, 1 ft., in steel filing cabinet, SE. corner, 2d floor. (152)

DECATUR

LAND BANK DIVISION
NATIONAL FARM LOAN ASSOCIATION
Masonic Temple
106 East Ponce de Leon Ave.

This office of Land Bank Commissioner covers DeKalb County. In moving on January 15, 1936, some of the records were destroyed.

36. NFLA FORM - CERTIFICATE OF STOCK, Dec. 30, 1933 to date. Entered numerically. (Monthly, official.) $8\frac{1}{2}$ x 14 bound volume, 2 in., on wooden desk. R. 205. (215)

37. NFLA FORM - RECEIPT FOR STOCK, Dec. 30, 1933 to date. Entered numerically. (Monthly, official.) 4 x $8\frac{1}{2}$ bound volume, 2 in., on wooden desk. R. 205. (214)

38. GENERAL FILE, Jan. 1, 1934 to date. Charter of National Farm Loan Administration, amendment to resolutions, bylaws, minutes of organization meeting, liabilities, statements, and organization papers. Entered chronologically. (Daily, official.) 9 x 14 bound volume, $\frac{1}{2}$ in., in wooden desk. R. 205. (221)

39. TREAS. FORM T-277 - (Revised 11-15-36) - PAYMENTS PAST DUE, Jan. 1, 1934 to date. Filed numerically. (Monthly, official.) 7 x 10 loose papers, 2 in., in letter box. R. 205. (218)

40. LBC FORM 31 - CLOSED LOAN STATEMENTS, Mar. 15, 1934 to date. Filed numerically. (Monthly, official.) $8\frac{1}{2}$ x 15 loose papers, 6 in., in 2 letter file boxes. R. 205. (219)

41. NFLA FORM 1 - RECEIPT RECORDS, Jan. 19, 1935 to date. Entered chronologically. (Monthly, official.) 9 x 14 bound volume, $\frac{1}{2}$ in., on wooden desk. R. 205. (217)

42. NFLA FORM 1 - RECORDS OF DISBURSEMENTS, Mar. 15, 1935 to date. Entered chronologically. (Monthly, official.) 9 x 14 bound volume, $\frac{1}{2}$ in., on wooden desk. R. 205. (220)

43. CL FORM 24-C - STATEMENTS OF COMMISSIONER, Aug. 1, 1935 to date. Filed numerically. (Monthly, official.) 8 x $10\frac{1}{2}$ loose papers, 2 in., in letter box. R. 205. (216)

44. FCA FORM 39-LB - QUARTERLY REPORTS, Dec. 31, 1936 to date. Filed numerically. (Daily, official.) 9 x 14 loose papers, $\frac{1}{2}$ in., on wooden desk. R. 205. (222)

EASTMAN
EMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Bank of Eastman Bldg., 3rd St. W.

A supervisor was appointed on Aug. 5, 1931 to serve Dodge, Telfair, Jeff Davis, Wheeler, and Bleckley Counties. All reports are made to the regional office at Columbia, South Carolina.

45. GENERAL CORRESPONDENCE, Jan. 8, 1936 to date. With field supervisor, regional director, and other officials, concerning work carried on in this office. Filed alphabetically by name of addressee. (Daily, official.) 9 x 12 folders, 4 in., in pasteboard filing case. R. 1. (113)

46. EMERGENCY CROP AND SEED LOAN ACCOUNT BOOK, June 30, 1932 to date. Records giving name and address of landlord, loan number and amount, date, temporary number, and balance due. Filed numerically. (Daily, official.) 9 x 14 loose-leaf books (6), 1 ft. 6 in., on table. R. 1. (99)

47. TRIAL BALANCE SHEETS, Jan. 1, 1935 - Jan. 1, 1936. Records showing date, county, name and address of borrower, loan number, cash received, interest, credit on principal, old balance, and balance due. Filed alphabetically by county. (Weekly, official.) 9 x 12 folders and 12 x 14 loose-leaf book, 5 in., in pasteboard filing case and on table. R. 1. (96, 106)

48. APPLICATION FOR LOAN FOR CROP PRODUCTION DURING THE YEAR 1933, Mar. 15 - May 1, 1933. FCA Form 2, showing name and address of applicant, amount of loan, statement of applicant, present indebtedness, obligations, description of land, and signatures of witness and applicant. Filed alphabetically by name of applicant. (Quarterly, official.) 9 x 12 folders, 1 in., in pasteboard filing case. R. 1. (100)

49. APPLICATION FOR 1934 EMERGENCY CROP LOANS, REJECTED FCA FORM 2, Mar. 1 - Apr. 30, 1936. Form showing loan number, applicant's name, address, and age, number in family, previous loans, how money is to be used, 1934 and 1935 crop acreage, indebtedness, statement of property owned, grain, seed, and feed on hand, additional land owned, and signatures of applicant and witnesses. Filed chronologically. (Quarterly, official.) 9 x 12 folders, 6 in., in pasteboard filing case. R. 1. (103)

50. PRELIMINARY QUESTIONNAIRE IN SECURING SEED LOAN, Mar. 1 - Apr. 30, 1936. RA Form 241-C, showing whether applicant has loan pending with Resettlement Administration, if resides in county where application is being made, age, other occupations, and signature of applicant. Filed chronologically. (Never.) 9 x 12 folders, 5 in., in pasteboard filing case. R. 1. (105)

51. LOAN CONTROL SHEET, Mar. 25 - June 5, 1936. Records giving name of regional officer, date, name of county, average loan for county, number and amount of approved loans forwarded to regional office, and signature of field

supervisor. Filed chronologically. (Weekly, official.) 9 x 12 folders, 2 in., in pasteboard filing case. R. 1. (101)

52. REPORT OF LENDING OPERATIONS, Mar. 1 - Apr. 30, 1936. FCA Form 273-C, showing county, state, date, total applicants on whom action is pending, total number of applicants rejected, and signature of field supervisor. Filed alphabetically by name of county. (Never.) 9 x 12 folders, 4 in., in pasteboard filing case. R. 1. (102)

53. WEEKLY REPORT OF APPLICATIONS ON WHICH ACTION IS PENDING, Mar. 1 - June 1, 1936. Records showing town, county, cases awaiting clearance from Resettlement Administration and Production Credit Association, applications pending waivers, pending action by county committee, and signature of field supervisor. Filed alphabetically by county. (Quarterly, official.) 9 x 12 folders, 4 in., in pasteboard filing case. R. 1. (104)

54. WEEKLY COLLECTION AND TIME REPORT, June 6, 1936 to date. Records giving week ending date, amounts of collections made during week, date, hours, place work began, places visited, place and hour at which work ended, mileage, and signature of field supervisor. Filed chronologically. (Weekly, official.) 9 x 12 folders, 3 in., in pasteboard filing case. R. 1. (95)

55. DAILY COLLECTION REPORT BY COUNTIES, Sept. 7, 1936 to date. Records giving name of county, amount collected, amount due, and signature of field supervisor. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in pasteboard filing case. R. 1. (97)

56. WEEKLY REPORT OF FIELD WORK, Sept. 12, 1936 to date. Reports showing individual collections, number of 1936 crop inspection reports, crop assignments, report on prior loans made during week, number miles traveled and total field expense for week. Filed chronologically. (Weekly, official.) 9 x 12 folders, 1 in., in pasteboard filing case. R. 1. (98)

LYONS

EMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Toombs County Court House, W. Main St.

A supervisor was appointed in 1929 for Toombs County. No records have been destroyed. All reports are made through the regional office at Columbia, South Carolina.

57. GENERAL CORRESPONDENCE, 1935 to date. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in pasteboard box. SE. corner room, 2d floor. (9)

58. APPLICATION FOR AGRICULTURAL LOAN, 1929 to date. Form PCA - 301, shows all assets and liabilities of borrower. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 8 in., in wooden filing case. SE. corner room 2d floor. (10)

59. NOTES, 1929 to date. Form PCA-414, showing schedule of repayments, repayments as actually made, and advances. (Weekly, official.) 6 x 18 loose-leaf books (10), 1 ft. 8 in., on wooden table. SE. corner room. 2d floor. (7)

60. REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES, 1936 to date. Standard Form 1012c - Public Voucher for Reimbursement of Travel and Other Expenses Including Per Diem - Continuation Sheet, showing date, character of expenditure, subvoucher number, amount (subsistence and other), and notations; Standard Form 1012e - Statement of Travel by Motor Vehicle, showing subvoucher number, name of traveler, department or establishment, bureau or office, whether automobile or motorcycle, place registered, registration number, name of owner, authorization number and date, period dates, date of travel, origin and destination, hours of departure and arrival, meter readings of miles traveled, rate per mile, amount claimed, total, and signature of traveler. Filed numerically. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. in pasteboard box. SE. corner room, 2d floor. (5)

61. RECORD OF REFUND CHECKS, Jan. 1936 to date. Record of all refund checks made to borrower where notes are paid prior to date of maturity. Filed numerically. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 1 in., in pasteboard box. SE. corner room, 2d floor. (8)

62. WEEKLY COLLECTION AND TIME REPORT FOR WEEK ENDING, 1936 to date. FCA Form 179-C, showing collections made, amount shown on last report, cumulative total, and time report for each day of week. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in wooden filing case. SE. corner room, 2d floor. (6)

MACON

EMERGENCY CROP AND FEED LOAN SECTION
STATE SUPERVISOR
Post Office Bldg., SE. corner Mulberry
and 3d Sts.

A supervisor was appointed on October 10, 1931 for Georgia. No records have been destroyed and reports are sent to Washington.

63. MISCELLANEOUS CORRESPONDENCE CONCERNING GEORGIA BORROWERS, Nov. 3, 1933 to date. Letters to and from field supervisors pertaining to crop productions, cotton sale certificates, number of bales, names and addresses of purchaser and producer, and date. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 5 ft., in steel filing case. R. 405. (704)

64. GENERAL CORRESPONDENCE TO OFFICIALS, CONGRESSMEN AND OTHERS, Jan. 1, 1934 to date. Relating to crop production and seed loans. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 6 in., in steel filing case, R. 405. (716)

65. TRIPLICATE COPIES OF ALL OUTGOING MAIL, Jan. 1, 1934 to date. Information and instructions concerning crop production and seed loans. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 ft. 6 in., in steel filing case. R. 405. (709)

66. "FORM LETTER" CORRESPONDENCE, Jan. 1, 1935 to date. Pertaining to reports from field supervisors, letters to field supervisors from state office, form letters mailed to borrowers, and copies of letters to the supervisors. Filed alphabetically. Indexed numerically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 6 in., in steel filing case. R. 405. (706)

67. APPLICATIONS AND RECOMMENDATIONS, Jan. 1, 1932 to date. Applications showing personal histories, also letters and telegrams regarding same, and recommendation of officer in charge of office. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 1 ft., in steel filing case. R. 405. (708)

68. COMMITTEEMEN BY COUNTIES - 1936, Jan. 1, 1936 to date. Cards show names of committeemen for current year, county, date, city, and state. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 in., in wooden card cabinet. R. 405. (712)

69. COPIES OF LOAN CONTROL SHEETS, Jan. 1, 1936 to date. Sheets show number and amount of loan, date, amount allowed for counties, and names of counties and supervisors. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 6 in., in steel filing case. R. 405. (705)

70. TOBACCO LOAN RECORD CARDS, Jan. 1, 1936 to date. Cards used in making up tobacco list showing name and address, county, loan number, and amount of loan. (Daily, official.) 3 x 5 cards, 3 ft., in wooden card cabinet and 2 pasteboard boxes on steel filing cabinet. R. 405. (710)

71. TIME REPORT OF FIELD SUPERVISORS, Jan. 1, 1934 to date. Weekly time reports of field supervisors, showing time, hours and places work begins and ends, places visited, mileage, per diem claimed, miscellaneous expenses, collections. Filed alphabetically. Indexed alphabetically. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in steel filing case. R. 405. (707)

72. MISCELLANEOUS CORRESPONDENCE FILE, May 5, 1933 to date. Telegrams, reports, borrower's checks, cases referred by the Governor; and correspondence relating to crop production, seed, crop loan vouchers, bills of sale, crop mortgages, amendatory regulations, promissory notes, waivers and agreements, appointments, furloughs, and resignations of field supervisors. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 5 ft., in steel filing case. R. 405. (714)

73. MISCELLANEOUS PAPERS, Jan. 1, 1934 to date. Vouchers, telegrams, and letters to and from officials, individuals, and field supervisors. Filed alphabetically by title. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 1 ft., in steel filing case. R. 405. (715)

74. REPORTS, LOANS, COLLECTIONS, Jan. 1, 1934 to date. Records of loans and collections showing daily and weekly collection reports, summary of weekly collection reports, summary of collection of expenses of supervisors, weekly consolidated collection reports, loan report, collections by territory, list of approved loans, farm supervisor's report on loans, percentage collection report, field supervisor's collection and requisitions for supplies. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in steel filing cabinet. R. 405. (711)

75. CORRESPONDENCE AND REQUEST OF THE FIELD SUPERVISORS, Jan. 11, 1934 to date. Letters and requests for field supplies showing number of items, description and date; file also contains letters and telegrams to district office for information concerning seed loans. Filed alphabetically by name of field supervisor. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in steel filing case. R. 405. (703)

76. FORMER FIELD SUPERVISOR REPORT, Sept. 9, 1934 to date. Telegrams,

tabulations schedule, and correspondence pertaining to crop production, seeds, and crop loans; file also contains Standard Form 1012 - Public Voucher for Reimbursements For Travel and Other Expenses Including Per Diem, voucher and check numbers, department, bureau or establishment, name and address of payee, official headquarters, domicile, residence, period covered, amount, notations, accounting classification, verification of account with signature or initials of official, memorandum of travel performed upon transportation requests, showing date of travel, number of transportation request, between what points, via RR, amount, and notations; reverse side shows itemized schedule of travel and other expenses showing date, character of expenditure, subvoucher, number, amount, notations, and totals; Standard Form 1012e - Statement of Travel by Motor Vehicle, showing subvoucher number, name of traveler, department of establishment, bureau or office, whether automobile or motorcycle, place registered, registration number, date, inclusive period dates, date of travel, between what points, hours of departure and arrival, meter readings, miles traveled, rate per mile, amount claimed, total, and signature of traveler. (Semi-monthly, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 6 in., steel filing case. R. 405. (713)

77. APPLICATIONS FOR LOAN, Mar. 28, 1932 to date. Printed forms showing name and address of applicant, reason for loan and what it will be used for, total crop acreage and production, statements of indebtedness, property owned, and seed, grain, and feed on hand or available for use. Filed alphabetically by counties. (Daily, official.) $9\frac{1}{2}$ x 11 folders, 1 ft. 6 in., in pasteboard box. R. 413. (842)

78. LEDGER BOOK OF LOAN COLLECTIONS, Mar. 28, 1932 to date. Printed forms showing name and address of borrower, loan number, amount of loan, temporary receipt, date, official receipt, amount paid, and amount of balance due. (Daily, official.) 9 x 15 loose-leaf books (6), 1 ft., on wooden desk. R. 413. (844)

79. INDIVIDUAL CORRESPONDENCE AND REPORTS, May 28, 1932 to date. Correspondence from field supervisors of six counties concerning loans for clients; also vouchers, collection reports, application for allotments and tax-exemption, contracts, and applications. Filed alphabetically by counties. (Weekly, official.) $9\frac{1}{2}$ x 11 folders, 15 ft., in 2 steel filing cases R. 413. (841)

REGIONAL AGRICULTURAL CREDIT DIVISION
FIELD OFFICE
Post Office Bldg., SE. corner Mulberry
and 3d Sts.

This office was established on January 1, 1932. In April 1936 part of the records were transferred to Louisville, Kentucky. Records now in this office pertain to paid loans, withdrawals, and rejections. No records have been destroyed. All current records were transferred to Louisville, Kentucky.

80. CORRESPONDENCE TO AND FROM OFFICIALS IN FLORIDA, Feb. 9, 1932 - July 18, 1934. Correspondence and telegrams from corporations and inspectors, also daily reports of applications, showing application numbers, amounts received, pending, approved, and rejected by committee. (Monthly, official.) $9\frac{1}{2}$ x 12 folders, and 8 x $10\frac{1}{2}$ loose papers, 4 ft., in transfer case. R. 404. (564)

81. GENERAL CORRESPONDENCE TO AND FROM OFFICIALS, June 2, 1932 - May 2, 1934. Correspondence from officials in Georgia, Florida, North Carolina, and South Carolina, pertaining to loans, and applications for loans from the Regional Agricultural Credit Corporation. (Annually, official.) $9\frac{1}{2}$ x 12 folders, 6 ft. 6 in., in corrugated box on floor. Dirty. R. 404. (538)
82. CORRESPONDENCE TO REGIONAL DIRECTORS AND MANAGERS, Jan. 9, 1933 - June 2, 1934. Correspondence pertaining to appointments to positions, complaints, discount refunds receivable, closing of offices, letters to the Assistant Treasurer and directors in cities of North and South Carolina and Florida. Filed alphabetically. (Monthly, official.) $9\frac{1}{2}$ x 12 folders, 5 ft., in 2 transfer cases. R. 404. (563)
83. GENERAL CORRESPONDENCE TO AND FROM EXECUTIVE VICE PRESIDENT AND MANAGER, Jan. 21, 1933 - Jan. 10, 1934. Correspondence pertaining to notice of resignations, change in positions and salaries, request for sick leave, letters of recommendation, and personal history of applicant. Filed alphabetically. (Annually, official.) $8\frac{1}{2}$ x 11 folders, 2 ft., in cardboard transfer case. R. 404. (570)
84. REGISTER APPLICATION, Feb. 1, 1932 - Oct. 10, 1933. Printed forms showing name, address, date, number of applicant, class, amount of loan, designation of applicant, dates approved by register agent, and date rejected or withdrawn; bottom of applications shows descriptions of collateral to secure loans, date, amount disbursed, check number, and balance on hand. (Annually, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose papers, 1 ft., in pasteboard transfer case. R. 404. (569)
85. APPLICATIONS FOR FIELD SERVICE - CLERICAL AND EXECUTIVE, TO MANAGER OF REGIONAL AGRICULTURAL CREDIT CORPORATION, HEADQUARTERS, MACON, GEORGIA, Aug. 30, 1932 - Sept. 29, 1933. Records of applications for field service, clerical, and executive positions; also letters and telegrams of recommendation, acceptance, and rejection. (Annually, official.) 8 x $10\frac{1}{2}$ loose papers, 3 ft., in 2 pasteboard boxes on floor. R. 404. (577, 566)
86. GEORGIA, FLORIDA APPLICATIONS FOR LOANS, Dec. 17, 1932 - Dec. 17, 1934. Records show name and address of applicant, amount applied for, whether approved or rejected, and application and loan numbers. Filed alphabetically. (Annually, official.) 5 x 8 cards, 7 ft. 6 in., in 2 cardboard transfer cases. R. 404. (555, 557)
87. FINANCIAL STATEMENT OF REGIONAL AGRICULTURAL CREDIT CORPORATION, RALEIGH, NORTH CAROLINA, Jan. 1 - Apr. 29, 1933. Statements of income and expense, operating expense, cash receipts and disbursements, analysis of changes in capital, surplus, undivided profits, expense disallowances, re-discounts, and balance sheet. (Annually, official.) 12 x $16\frac{1}{2}$ envelopes, 1 in., in box on floor. R. 404. (567)
88. REMITTANCE SHEET OF THE REGIONAL AGRICULTURAL CREDIT CORPORATION, Jan. 1 - Dec. 30, 1933. Printed forms showing inspector's name and receipt number, name and address of borrower, file number, date due, amount received, interest, old and new balances, payment on principal, office receipt number, date forwarded, and state and county. Filed numerically. (Annually, official.) $9\frac{1}{2}$ x

89. RECORD OF CHECKS OF THE DEPARTMENT OF AGRICULTURE COVERING COTTON ACREAGE DESTROYED, Jan. 1, 1933 - Sept. 20, 1934. Forms show check number and amount, loan number and amount, name and address of borrower, and general correspondence. Filed alphabetically by name of agent. (Monthly, official.) 10 x 15 folders, 2 ft., in pasteboard transfer case. R. 404. (572)

90. LOAN AND COLLATERAL LEDGER, Jan. 20, 1933 - Sept. 9, 1934. Printed forms showing name and address of borrower, designation, classification of loan, amount and date authorized, date of note received, effective and maturity dates of loan, interest, date discounted, discount rate, discount proceeds, mortgage on livestock, machinery, equipment and value, loan number, principal (debit, credit, balance), date billed, interest period covered, amount, and date paid. (Annually, official.) $9\frac{1}{2}$ x 12 loose papers, 3 ft., in pasteboard box on floor. R. 404. (565)

91. APPLICATIONS (CLOSED AND PENDING OF NORTH AND SOUTH CAROLINA), Jan. 1, 1933 - Dec. 31, 1934. Records show names and addresses of applicants, application number, amount requested, whether approved or rejected, date, file and loan numbers. Filed alphabetically. (Annually, official.) 5 x 8 cards, 1 ft., in pasteboard box on floor. R. 404. (621)

92. RECORD OF APPLICATION FOR LOANS AND MORTGAGES, Feb. 12 - Dec. 23, 1933. Records show applications received, withdrawn, rejected, loans authorized, cancelled, and loans repaid, distribution, and classification of loans authorized and refunds of over-payments on principals. (Monthly, official.) $14\frac{1}{2}$ x 36 loose-leaf books (3), 3 in., on top pasteboard box on floor. R. 404. (581)

93. ATTORNEY'S CLOSING CERTIFICATES, Mar. 22 - June 28, 1933. Typewritten form showing class of loan, date, name and number of applicants, amount approved, installments, approval, deductions to be made from first installment, prior liens, and taxes and fees for attorney's recording and inspection. Filed numerically as to date. (Annually, official.) $9\frac{1}{2}$ x 15 folders, 2 ft., in cardboard transfer case. R. 404. (579)

94. INSPECTOR'S REPORTS, Oct. 1, 1931 - Dec. 31, 1933. Report on applicants for loans, showing applicant's name and address, whether owner, renter, or share cropper, acres planted, estimated yield, date, and amount of loan; also shows money spent on the following: spraying, fertilizer, and other expense of the farm. (Annually, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ and $8\frac{1}{2}$ x 12 folders, 4 ft., in 2 pasteboard boxes on floor. R. 404. (575, 620)

95. MISCELLANEOUS REPORTS, Dec. 8, 1932 - April 30, 1935. Field inspector's daily report, report on watermelon loans, farm prices per unit, memorandum to examiners, inspector's report on livestock or dairy head, and report of loans made by Macon branch. (Annually, official.) 9 x 15 folders, 6 ft., in pasteboard box on floor. R. 404. (571)

96. MISCELLANEOUS REPORTS, Jan. 1, 1933 - Jan. 25, 1934. Report investigating committee on result of storm in Florida, September 4, 1933, applications for loans for crop production during year 1933, applications (formal), and report of committee of applications for loans. (Annually, official.) $9\frac{1}{2}$ x 14 folders, 2 ft., in cardboard box on floor. R. 404. (574)

97. FIELD INSPECTOR'S MONTHLY REPORTS, Jan. 2, 1933 - May 29, 1934. Reports show town from which report was mailed, time work began and ended, how

traveled, points of origin and destination, number of miles traveled, cost of trip, total miles and expenses, name of towns or cities where inspector had breakfast, lunch, dinner, and lodging, total amount of same, other expenses, and itinerary for following two days. (Monthly, official.) $2\frac{1}{2}$ x 11 bundles (12), 2 ft., in pasteboard box on floor. R. 404. (576)

98. MISCELLANEOUS REPORTS FOR NORTH CAROLINA, SOUTH CAROLINA, GEORGIA AND FLORIDA, Feb. 1, 1933 - Feb. 28, 1934. Loan Disbursements, showing name and address of borrower, to whom check is made payable, amount of loan, deduction, and amount of check; Report on Application, showing date of loan, distribution of loan authorized, and dates loans are repaid; also Crop Production Records, and Register of Loans made. (Annually, official.) 12 x 17 loose-leaf books (6), 1 ft. 6 in., in pasteboard box on floor. R. 404. (580)

99. INSPECTOR'S REPORTS OF EXPENSES AND WORK PERFORMED, Mar. 6 - Nov. 20, 1933. Printed forms showing points of origin and destination, dates, hours, mileage, expense other than mileage, total expense, and signature of inspector. Indexed alphabetically by name of inspector. (Monthly, official.) $9\frac{1}{2}$ x 12 folders, 8 ft., in 2 transfer cases. R. 404. (568)

100. DAILY REPORTS OF THE INSPECTORS, Mar. 9 - Oct. 20, 1933. Reports show where mailed from, time work began, kind of work performed, time finished, points of origin and destination, number of miles per trip, total hours worked, and condition of crops and weather. Indexed alphabetically by name of inspector. (Monthly, official.) $9\frac{1}{2}$ x 12 folders, 3 ft., in cardboard transfer case. R. 404. (573)

101. MISCELLANEOUS REPORTS, July 1, 1933 - Feb. 22, 1934. Weekly Time Report, showing name, date, time worked, location of job, and mileage; Field Inspector's Daily Report, showing type of crop, cash crop conditions, and date; Crop Production Report, showing name, town, weather conditions, and mileage covered. (Annually, official.) 10 x $11\frac{1}{2}$ folders, 4 ft., in 2 wooden filing cases. R. 404. (619)

102. GEORGIA LOANS PAID IN FULL, 1 TO 4239, Dec. 17, 1932 - Dec. 17, 1934. Records showing application for loan, name of applicant, date, and amount of loan, inspector's reports, report of examiner, loans made, deed with power of sale to secure debt, date due, and paid, correspondence pertaining to each case. Arranged numerically. Indexed alphabetically by name of applicant. (Annually, official.) 9 x 15 folders, 24 ft., in cardboard transfer case. R. 404. (556)

103. REJECTED APPLICATIONS, Jan. 1 - Dec. 20, 1933. Report of examiner, showing signature of person making note, dates of financial statement and recommendation, and name of corporation making offer; also Inspector's Report showing description of property on which application for loan is made, applicant's past record for repaying, and field representative's report, whether favorable or unfavorable, and general correspondence. Filed numerically. Indexed alphabetically. (Annually, official.) 9 x 15 folders, 6 ft. 6 in., in cardboard transfer case. R. 404. (558)

104. REJECTED LOANS (FLORIDA), Jan. 1, - Dec. 31, 1933. Report of office examiner, application for loan for crop production during 1933, inspector's report and general correspondence; also rejected applications for Florida. Indexed numerically. (Annually, official.) $8\frac{1}{2}$ x 15 folders, 8 ft., in cardboard transfer case. R. 404. (559)

105. APPLICATIONS WITHDRAWN, Jan. 31 - June 6, 1933. Applications to Regional Agricultural Credit Corporation for crop loans, which were withdrawn by the applicants before they were passed upon, also correspondence, reports, and information that developed in each case before its withdrawal. Arranged alphabetically and filed chronologically. (Annually, official.) 9 x 15 folders, 7 ft., in cardboard transfer case. R. 404. (560)

106. PAID LOANS NORTH AND SOUTH CAROLINA, Jan. 1, 1933 - Jan. 1, 1934. Applications for farm loan, financial statement of applicant, inspectors report, chattel mortgage with note, name of borrower, post office address, amount of loan, date of maturity, security offered, local attorney's final certificate, receipt in full for loan payment, and general correspondence. Filed numerically. Indexed alphabetically by name of applicant. (Annually, official.) 9 x 15 $\frac{1}{2}$ folders, 42 ft., in 11 cardboard transfer cases. R. 404. (578)

QUITMAN

LAND BANK DIVISION
NATIONAL FARM LOAN ASSOCIATION
Munger Bldg., NE. corner Scriven and Washington Sts.

A supervisor was appointed in May 1933 for the counties of Brooks, Echols, Lowndes, and Thomas. This agency gives service to first mortgage land bank loans, first mortgage commissioners' loans, joint association and second mortgage loans, corporation owned real estate, sales contracts, and purchase money mortgages. All records are retained in this office.

107. RECEIPT OF PAYMENTS MADE, July 1, 1934 to date. FCA Form 1008, showing receipt number, amount of payment and from whom received, name of borrower and loan number, manner in which remittance is to be credited, date, and signature of field supervisor. Filed numerically by loan number. (Weekly, official.) 3 $\frac{1}{2}$ x 7 $\frac{1}{2}$ folders, 2 in., in steel filing case. R. 1, 2d floor. (260)

108. FEDERAL LAND BANK RECEIPTS, Aug. 12, 1934 to date. FCA Form T-203, showing loan number, amount, name of borrower, address, date, and signature of field representative. Filed numerically by loan number. (Weekly, official.) 3 $\frac{1}{2}$ x 8 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (285)

109. PARTIAL PAYMENT RECEIPT, Aug. 12, 1934 to date. FCA Form T-1067, showing loan number, date, amount, installment date, and name and address of borrower. Filed numerically by loan number. (Weekly, official.) 3 $\frac{1}{2}$ x 6 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (283)

110. TEMPORARY RECEIPT, Aug. 12, 1934 to date. FCA Form T-435, showing date, loan number, amount, and name and address of borrower. Filed numerically by loan number. (Weekly, official.) 3 $\frac{1}{2}$ x 6 folders, 3 in., in steel filing cabinet. R. 1, 2d floor. (282)

111. DATA SHEET ON FARM ON WHICH FORECLOSURE WAS MADE, June 15, 1931 to date. FCA Form T-914, showing location and description of farm, improvements which have been made, value of farm, date acquired, investment, sale price, names of prospects and rentals, and farm number. Filed numerically by farm numbers. (Monthly, official.) 8 $\frac{1}{2}$ x 11 folders, 1 in., in steel filing case. R. 1, 2d floor. (277)

112. ADVICE TO FIELD MAN, Jan. 1, 1933 to date. FCA Form, showing amount of installment, amount of interest and principal, balance due after this installment, name and address of borrower, and loan number. Filed numerically by loan number. (Weekly, official.) $3\frac{1}{2}$ x 6 folders, 4 in., in 2 steel filing cases. R. 1, 2d floor. (258, 286)

113. BILL OF SALE, Jan. 16, 1933 to date. FCA Form T-931, showing date, name and address of debtor, amount of loan, particulars of payments, date payment is extended to, description of land mortgaged, description of crops planted, livestock and other personal property, and signatures of debtor and notary public. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 3 in., in steel filing case. R. 1, 2d floor. (270)

114. STATEMENT OF INTEREST ON PAST DUE ITEMS, Nov. 1, 1933 to date. FCA Form, showing loan number, amount of item, time past due, and amount of interest on loans. Filed numerically by loan number. (Monthly, official.) 3 x 5 folders, 1 in., in steel filing case. R. 1, 2d floor. (278)

115. NOTICE TO COLLECTION DEPARTMENT OF RENT NOTE PAID, Dec. 29, 1933 to date. FCA Form, showing farm number, date due, amount paid, name and address of borrower, and date paid. Filed alphabetically by names of borrowers. (Monthly, official.) 3 x 6 folders, 1 in., in steel filing case. R. 1, 2d floor. (276)

116. STATEMENT OF ACCOUNT OF DELINQUENT BORROWER, Jan. 1, 1934 to date. FCA Form, showing loan and account number, numbers of files, name and address of borrower, date loan is due, amount of loan, code number, amount of interest, and interest bearing principal. Filed numerically by loan number. (Weekly, official.) $7\frac{1}{2}$ x 10 folders, 2 in., in steel filing case. R. 1, 2d floor. (259)

117. STATEMENT TO BORROWER OF PAST DUE ITEMS, Jan. 10, 1934 to date. FCA Form T-310, showing date, name and address of borrower, loan number amount of installment, date due, and signature of state manager. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing case. R. 1, 2d floor. (269)

118. NOTICE TO BORROWER THAT INSTALLMENTS ARE DUE, Mar. 1, 1934 to date. FCA Form CD-18, showing date, loan number, amount and date due, and name and address of borrower. Filed numerically by loan number. (Monthly, official.) 7 x $8\frac{1}{2}$ folders, 3 in., in steel filing case. R. 1, 2d floor. (265)

119. NOTICE TO BORROWER, May 19, 1934 to date. FCA Form I-24A, showing name and address of borrower, loan number, insurance requirements, kind and size of building insured, by whom occupied, date policy expires, amount insurance required, insurance company, and owner of property. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 3 in., in steel filing case. R. 1, 2d floor. (267)

120. STATEMENT OF UNPAID INDEBTEDNESS, Aug. 10, 1934 to date. FCA Form T-537, showing loan number, name, date of delinquencies, amount, date of extension, amount, mortgage face amount, less matured principal, date and amount immatured principal, rate of interest, period dates, amount, date net indebtedness due, and amount. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 4 in., in steel filing cabinet. R. 1, 2d floor. (262)

121. APPLICATION FOR LOAN, Aug. 12, 1934 to date. FCA Form 1321, showing applicant's and wife's names, address, amount applied for, number of installments, kind of mortgage, property description and location, itemized valuation of buildings, itemized valuation of land, cultivated acres, water supply, number of wells, depth, whether drained, how drained, acres needed drainage, how fenced, itemized products and cash income of the farm, itemized purchase terms of farm, itemized personal property, itemized purpose of loan, itemized debts and obligations, itemized assets, liabilities, itemized personal statement, date payments come due, and when money is desired. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 14 folders, 1 in., in steel filing cabinet. R. 1, 2d floor. (279)
122. APPLICATION FOR TIMBER RELEASE, Aug. 12, 1934 to date. FCA Form R-38, showing state, county, loan number, borrower's name, address, approximate area in woods, amount of fine timber, amount of hardwood timber, present market value of fine timber - hardwood timber, number of feet sold, kind, sale price, name of purchaser, address, if additional land to be brought into cultivation, how many acres, what effect if any will timber release have on resale of property, can timber be removed without interfering with operation of farm, will sufficient timber be left for ordinary use of farm, minimum size to be cut, length of release, proceeds to be applied to, remarks and recommendations, date, and signature of field representative. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (280)
123. APPROVAL OF APPLICATION FOR RELEASE OF TURPENTINE RIGHTS, Aug. 12, 1934 to date. FCA Form T-373, showing date, name and address of borrower, reference number, agreement, size trees, period dates, date cupping to begin, number of cups to be hung, names of parties to whom a copy sent, and signature of assistant state manager. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (287)
124. ASSUMPTION OF LOAN - LIABILITY NOT RELEASED, Aug. 12, 1934 to date. FCA Form S-118, showing name of borrower, name of applicant, and what bank permits. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (288)
125. COMMITMENT LETTER, Aug. 12, 1934 to date. FCA Form S-193, showing date, application number, name of applicant, address, amount approved by Federal Land Bank, amount approved land bank commissioner, itemized purpose, itemized bank loan, total amount of loans, number of years for repayment, itemized debts to be paid, itemized improvements to be made, name of abstractor or attorney, address, and signature of official. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 14 folders, 3 in., in steel filing cabinet. R. 1, 2d floor. (292)
126. NOTICE OF MATURITY INSTALLMENT ON LAND BANK LOAN, Aug. 12, 1934 to date. FCA Form 226, showing loan number, account number, file numbers, name and address of borrower, due date, amount of interest, principal, total, local interest, and interest bearing principal. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (284)
127. NOTICE OF REQUEST FOR EXTENSION OF TIME FOR PAYMENT, Aug. 12, 1934 to

date. FCA Form CD-33, showing client's name and address, loan number, unpaid principal of extension, Jan. 1, 1937 installment, total less partial payment, balance plus interest, total amount of extension, and signature of assistant collection supervisor. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 14 folders, 4 in., in steel filing cabinet. R. 1, 2d floor. (281)

128. NOTICE TO ASSOCIATION OF DEFAULTED LOAN, Aug. 12, 1934 to date. FCA form showing code numbers, amount, name of borrower, and date due. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (289)

129. NOTICE TO MEET REPRESENTATIVE, Aug. 12, 1934 to date. FCA Form T-855, showing date, loan number, name of secretary, town, building, date of meeting, time, and signature of district manager. Filed numerically by loan number. (Weekly, official.) 8 x $10\frac{1}{2}$ folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (291)

130. NOTICE OF PROPERTY ACQUIRED OR SOLD, Sept. 26, 1934 to date. FCA Form T-3,08, showing date, name of field representative, and description and location of land acquired or sold. Filed numerically. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing case. R. 1, 2d floor. (275)

131. ADVICE OF CREDIT, Nov. 7, 1934 to date. FCA form showing entry and loan number, location of property effective date, expiration date, character and appraised value of property, amount of insurance, rate and premium. Filed numerically by loan number. (Weekly, official.) $3\frac{1}{2}$ x 6 folders, 2 in., in steel filing case. R. 1, 2d floor. (274)

131a. SECRETARY-TREASURER'S NOTICE OF INSURANCE EXPIRING, Nov. 7, 1934 to date. FCA form, (Monthly, official.) 4 x 6 folders, 2 in., in steel filing case. R. 1, 2d floor. (272)

132. NOTICE TO BORROWER OF RECEIPT OF TAX RECEIPTS, Dec. 22, 1934 to date. FCA Form T-1060, showing name and address of borrower, loan number, receipt number, years taxes paid and unpaid, and name of county. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing case. R. 1, 2d floor. (272)

133. REQUEST OF BORROWER TO MEET FIELD REPRESENTATIVE, Apr. 15, 1935 to date. FCA Form T-242, showing name and address of borrower, loan number date, place and time requested to meet field representative, and signature of representative. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing case. R. 1, 2d floor. (271)

134. NOTICE TO BORROWER OF EXTENSION ON LOAN, Jan. 13, 1936 to date. FCA Form CD-34, showing name and address of borrower, loan number, amounts of payments, dates due, and signature of loan correspondent. Filed numerically by loan number. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 8 in., in steel filing case. R. 1, 2d floor. (266)

135. RE-APPRAISAL REPORT, July 30, 1934 to date. FCA Form T-422, showing name and number of farm, location and description of farm, type soil, value of timber, description of recent repairs, condition of fences, rental value of farm, advantages or disadvantages of location, unpaid assessments, present value of property, and remarks. Filed numerically. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 3 in., in steel filing case. R. 1, 2d floor. (268)

136. DAILY SPECIFIC REPORT, Aug. 10, 1934 to date. FCA Form 985, showing loan number, name, memorandum, date, and name of field representative. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 11 folders, 4 in., in steel filing cabinet. R. 1, 2d floor. (264)

137. DELINQUENT LOAN AND RE-APPRAISAL REPORT, Aug 10, 1934 to date. FCA Form T-706, showing name of borrower, color, loan number, itemized assets, itemized liabilities, location and description of farm, itemized valuation of buildings, of land, condition of farm in detail, itemized earning power of borrower, itemized general information, and remarks and recommendation. Filed numerically according to loan numbers. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 4 in., in steel filing cabinet. R. 1, 2d floor. (263)

138. DELINQUENT LOAN REPORT, Aug. 12, 1934 to date. FCA Form CD-609, showing loan number, name color, amount collected today, total acres - open or cultivated, person interviewed, whether borrower lives on this farm, whether turpentine being worked, timber cut, can partial payments be made, statement regarding report, itemized liabilities, itemized crop schedule, general information and recommendation; reverse side shows an itemized turpentine report. Filed numerically by loan number. (Monthly, official.) $8\frac{1}{2}$ x 14 folders, 2 in., in steel filing cabinet. R. 1, 2d floor. (290)

139. DELINQUENT LOAN REPORT, Apr. 17, 1935 to date. FCA Form CD609, showing loan number, name of borrower, race, land mortgaged, person interviewed, whether borrower lives on farm, condition of turpentine, assets and liabilities of borrower, crop schedules this year and last, income and disbursements, general information, and recommendations. Filed numerically by loan number. (Weekly, official.) 11 x 17 folders, 3 in., in steel filing case. R. 1, 2d floor. (261)

THOMASTON

EMERGENCY CROP AND FEED LOAN SECTION FIELD SUPERVISOR Court House, Court House Sq.

A supervisor was appointed on January 1, 1933 for Chattahoochee, Lamar, Pike, Marion, Muscogee, Schley, Spalding, Talbot, Taylor, and Upson counties. All reports are made to the regional office, Columbia, South Carolina.

140. GENERAL CORRESPONDENCE, Mar. 1, 1936 to date. Between officials, borrowers, and interested parties, concerning loans, payments, and all types of work carried on through this office. Filed alphabetically by name of addressee. (Monthly, official.) 9 x 12 folders, 1 ft., in wooden filing case. R. 204. (45)

141. RECORD OF ACCOUNTS, Jan. 1, 1933 to date. Records show payments made, nature and grade of commodity stored as collateral, loan number, name of borrower, record of inspection, and names of ginner and buyer. Filed alphabetically by name of borrower. (Monthly, official.) 3 x 14 loose leaf books (10), 2 ft., in 2 pasteboard boxes on floor. R. 204. (28)

142. TEMPORARY RECEIPT, Sept. 16, 1933 to date. FCA form showing date, amount of check, name and address of borrower, loan number, and signature of

representative. Field chronologically. (Monthly, official.) 3 x 6 bundles, 3 ft., in 2 pastboard boxes on floor. R. 204. (27)

143. APPLICANTS' ACCOUNT LEDGER, Oct. 1, 1933 to date. Records show name and address of applicant, loan number, date, amount, temporary receipt, official receipt, and balance due. Filed alphabetically by county. (Weekly, official.) 6 x 14 loose-leaf books (10), 1 ft., in 2 pasteboard boxes on floor. R. 204. (26)

144. RECEIPT FOR COLLECTIONS, May 29, 1935 to date. FCA Form 4-107, showing date, code number, name and address of borrower, loan number, amount cash received, interest adjustment, credit on principal of loan, and old and new balances. Filed alphabetically by name of borrower. (Monthly, official.) 9 x 12 folders, 2 ft., in steel filing case. R. 204. (35)

145. STATEMENT OF COLLATERAL, Feb. 8 - Mar. 1, 1933. FCA Form H124, showing date, code number, loan number, warehouse receipt number, class or grade, weight or quantity, and amount of advance made to grower. Filed numerically. (Never.) 9 x 12 folders, 1 ft., in wooden filing case. R. 204. (41)

146. APPLICATION FOR LOAN AND CROP PRODUCTION DURING THE YEAR 1933, Mar. 10 - Apr. 1, 1933. FCA Form 2, showing name and address of applicant, loan number and amount, statement of present indebtedness, livestock, seed grain, equipment and feed, description of land, and field inspector's record. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 1 ft., in wooden filing case. R. 204. (40)

147. PRELIMINARY APPLICATION AND WORK SHEET FOR EMERGENCY CROP LOAN DURING THE YEAR 1934, Mar. 15 - 31, 1934. FCA Form 2-A, showing name and address of applicant, age, marital status, number of children, 1933 crop acreage and production including shares of tenants and landlord, description of land, statement of present indebtedness, livestock and equipment, and signature of applicant. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 2 ft., in wooden filing case. R. 204. (38)

148. CERTIFICATE OF COUNTY COUNCIL PRODUCTION CONTROL ASSOCIATION, Mar. 27 - Apr. 1, 1934. AAA Form 277, showing name of county, date, name and address of farm owner, location of farm, number of acres of cultivable soil, cotton acreage, and signature of county council. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 1 ft., in steel filing case. R. 204. (39)

149. APPLICATION FOR A 1935 AND 1936 EMERGENCY CROP LOAN, Apr. 1, 1935 - May 31, 1936. FCA Form 2, showing applicant's name and address, amount of loan, marital status, number in family, number to help with crop, previous loans, how money will be used, 1934 and 1935 crop acreage and production, indebtedness, property owned, grain, seed and feed on hand, description of land, signatures of applicant and witness, and county committee's certificate. Filed alphabetically by name of applicant. (Quarterly, official.) 9 x 12 folders, 8 ft., in 2 wooden filing cases. R. 204. (44, 25)

150. PRELIMINARY APPLICATION, Apr. 19, 1935 to date. FCA form showing date, assets, liabilities, cash crops produced last season, cash crops to be produced this season, and signatures of applicant and witness. Filed alphabetically by name of borrower. (Monthly, official.) 9 x 12 folders, 3 ft., in wooden filing case. R. 204. (37)

151. NON-DISTURBANCE AGREEMENT, Apr. 30, 1935 to date. FCA Form 722-M, showing name of place, date, name and address of borrower, date of loan, and signatures of supervisor and witness. Filed alphabetically by name of borrower. (Monthly, official.) 9 x 12 folders, 2 in., in steel filing case. Scattered. R. 204. (36)

152. CROP LOAN CERTIFICATE, Mar. 25 - June 1, 1936. FCA Form 242-C, showing applicant's name and address, date, and certification by farm supervisor for Resettlement Administration that he has not borrowed. Filed alphabetically by name of client. (Never.) 9 x 12 folders, 1 in., in wooden filing case. R. 204. (42)

153. PRELIMINARY QUESTIONNAIRE, Mar. 25 - June 1, 1936. FCA Form 241-C, showing whether applicant has loan pending with Resettlement, if they reside in the county, if they have necessary equipment, any other means of livelihood, and signature of applicant. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 2 in., in steel filing case. R. 204. (43)

154. REPORT OF LENDING OPERATIONS, Mar. 25 - Jun 4 1, 1936. FCA Form 273-C, showing county, state, date, total number of applicants on whom action is pending, total number rejected to date, and signature of field supervisor. Filed chronologically. (Never.) 9 x 12 folders, 1 ft., in steel filing case. R. 204. (24)

THOMSON

EMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Post Office, Main St.

This office was established in 1936 to cover Columbia, Glascock, Jefferson, McDuffie, Richmond, and Warren counties. No records have been destroyed. All reports for Washington are made through the regional office at Columbia, South Carolina.

155. ACTIVE TRIAL BALANCE, 1931 to date. Balance sheet from the regional office showing date, check number, initial block, refund, and loan numbers, amount of check, page number, amounts of payment and loan, cash received, interest, and new and old balances. (Monthly, official.) 12 x 15 loose papers, 6 in., in pasteboard box. R. 202. (46)

156. BILL OF SALE, 1936 to date. ECFL Form 4-D-1937, showing the usual waiver and agreement given to Farm Credit Administration as security for an Emergency Crop Loan made pursuant to the Act of Congress January 29, 1937. (Daily, official.) 9 x 12 folders, 8 in., in steel filing case. R. 202. (45)

157. INDIVIDUAL WORK SHEET, 1936 to date. Work sheet showing name and address of individual, county, state, name of landlord, loan number, date, amount of loan, temporary and official receipts, and balance. (Weekly, official.) 9 x 12 folders, 10 in., on 6 filing cases. Rs. 202 and 302. (47-52)

158. REPORT OF CONTRACT WITH DELINQUENT BORROWER, 1936 to date. FCA Form 87c, showing name of borrower, amount, post office, county, loan number, why loan has not been paid, and attitude of borrower toward repayment. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in steel filing case. R. 202. (44)

159. MISCELLANEOUS FILE, 1936 to date. Records on soil conservation, refund advices, report on delinquent borrower, and general correspondence. (Daily, official.) 9 x 12 folders, 2 ft., in steel filing case. R. 202. (53)

160. AGRICULTURAL LOAN, 1937 to date. PCA Form 301 - Application for Agricultural Loan, showing financial statement of client, assets and liabilities, crops planted and harvested, name of applicant, date, and purpose for which funds are desired; PCA Form 329 - Credit Summary Sheet, showing name of applicant, date of application, type of loan, date of last loan, balance, and renewal; also shows name of crop, acreage, production average per acre, rate per unit, rate per acre, and number of acres on farm; PCA Form 403 - Bill of Sale-Waiver and Assignment of Landlord, showing a bill of sale on all crops planted and waived, and assignment of the landlord; PCA Form 306 - Inspector's Report on Agricultural Loan, showing a report on real estate owned by the applicant including livestock and farm equipment; also shows personal data regarding the applicant; PCA Form 314 - Client's Note, showing a copy of a note given by client to Production Credit Administration secured by crop lien giving a schedule of advances. (Daily, official.) 9 x 12 folders, 12 ft., in 4 steel filing cases. R. 202. (43, 54-56)

VALDOSTA

EMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR

Post Office Bldg., NW. corner Lee St. and Central Ave.

This office was established on March 1, 1933 to cover Lowndes County. No records have been destroyed. Records are sent to Washington through the regional office, Columbia, South Carolina. This agency was established for the purpose of making available credit to farmers whose crops had been cut short on account of adverse weather conditions and who had no basis credit from banks or other money lending institutions.

161. GENERAL CORRESPONDENCE, Jan. 1, 1933 to date. Between this office and regional managers, senators, and various borrowers. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose papers, 1 ft., in 4 cardboard letter files on filing cabinet. R. 312. (496)

162. TEMPORARY RECEIPT, Aug. 1, 1933 to date. ECL Form 101 - B, showing date, amount of collection, name and address of remitter, and loan number. (Never.) $8\frac{1}{2}$ x 11 folders, 3 ft., on wooden shelf. R. 312. (500)

163. THIRD PARTY RECEIPT, June 30, 1936 to date. Triplicate copy of a printed form showing names of borrower and individual submitting payment, amount submitted, date, loan and temporary receipt numbers, and signature of field supervisor. Filed chronologically. (Never.) $8\frac{1}{2}$ x 11 folders, 2 in., in wooden desk. R. 312. (499)

164. PUBLIC VOUCHER FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES INCLUDING PER DIEM, Mar. 8, 1933 to date. Standard Form 1012, showing voucher and check numbers, department, bureau or establishment, name and address of payee, official headquarters, domicile, residence, period covered, amount, notations, signature of payee, and approval and signature of supervising official; Itemized Schedule of Travel and Other Expenses, showing date, character of expenditure, subvoucher number, amount, notations and total amount of voucher; reverse

side shows Memorandum of Travel Performed Upon Transportation of Requests, showing date of travel, number of transportation requests; between what points, amount, and notations. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 1 ft. 6 in., in steel filing case. R. 312. (497)

165. STATEMENT OF TRAVEL BY MOTOR VEHICLE, Aug. 1, 1933 to date. Agri. Form 22, showing dates, name and location of bureau, division, kind of vehicle, name of owner, period covered by this statement, between what points, actual mileage, rate per mile, and totals. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 22 loose papers, 1 ft., in 4 cardboard letter files on filing cabinet. R. 312. (458)

166. SUMMARY OF COLLECTIONS, Oct. 25, 1933 to date. ECL Form 1113, showing name and address of field supervisor, dates, name and address of borrower, loan number, amount, and total collections. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose papers, 2 ft., in 6 cardboard letter files on filing cabinet. R. 312. (498)

167. BORROWERS' LISTS, Jan. 1, 1934 - Jan. 1, 1935. ECL form showing borrowers' names and addresses, county loan numbers, and amounts approved. (Never.) 8 x 15 loose papers, 6 in., in pasteboard box on cabinet. Damaged by vermin, handling, faulty containers, dirty, scattered. R. 21, basement. (533)

168. PUBLIC VOUCHER FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPRESS INCLUDING PER DIEM, Jan. 1, 1934 - Jan. 1, 1935. Standard Form 1012-c showing dates, character of expenditures, subvoucher number, amount for subsistence and other expense, totals, and notations. (Never.) 8 x $10\frac{1}{2}$ loose papers, 6 in., in pasteboard box on cabinet. Damaged by vermin, handling, dirty, scattered. R. 21, basement. (532)

169. PRELIMINARY APPLICATION AND WORK SHEET FOR EMERGENCY CROP LOAN, Jan. 1, 1934 - Jan. 1, 1935. ECL Form 2-A, showing applicant's name and address, age, county in which mortgage is to be recorded, total amount of listed items to cover loans, number of acres planted, production for 1933, description of land on which crops are to be grown and on crops which a lien will be given as security for this loan, statements of present indebtedness, livestock and equipment owned by applicant and seed, grain and feed on hand, and signatures of witness and applicant. (Never.) $8\frac{1}{2}$ x 14 loose papers, 6 in., in pasteboard box on cabinet. Dirty, scattered. R. 21 basement. (534)

170. LEDGER FOR CROP AND FEED LOANS, Mar. 1, 1934 to date. Printed form showing name and address of landlord, loan, temporary and official receipt numbers, date, and amount of loan. Arranged by county and filed alphabetically by name of client. (Daily, official.) $8\frac{1}{2}$ x 14 loose-leaf books (10), 1 ft., 6 in., on table. R. 312. (530)

171. WARNING NOTICE, Mar. 1, 1934 to date. ECL Form H-170, showing receipt, loan, and code numbers, name and address of borrower, cash received interest adjustment, credit on principal, and old and new balances. Filed chronologically. (Weekly, official.) $3\frac{1}{2}$ x 14 loose papers, 1 ft., in pasteboard box on cabinet and in compartment filing rack. Rs. 21, basement and 312. (528, 531)

172. APPLICATION FOR FEED AND SEED LOANS, Mar. 20, 1934 to date. ECL Form 2, showing loan number, amount approved, name and address of applicant, and

location and description of land to be cultivated. Arranged by county and filed alphabetically by name of borrower. (Daily, official.) $8\frac{1}{2}$ x 21 loose papers, 2 ft., 6 in., steel filing cabinet. R. 312. (495)

173. ACKNOWLEDGEMENT OF COLLECTIONS, Apr. 4, 1936 to date. Card showing a typewritten acknowledgement of each remittance submitted by the field agent to the regional office. (Never.) 3 x 5 envelopes, 2 in., in steel filing cabinet. R. 312. (502)

174. WEEKLY TIME REPORT, Aug. 2, 1933 to date. ECL Form 1097-A, showing dates, day, hour began work, towns in which work began and finished, total daily miles covered, and totals for week. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 3 ft., 6 in., in steel filing case. R. 312. (460)

175. INSPECTION REPORT, Aug. 8, 1933 to date. ECL Form 4026, showing name and address of owner, renter, or share cropper, dates, loan number, amount of loan, description of crop, number of acres planted, estimated yield, person to whom crop will be sold, and estimated date of sale. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose papers, 1 ft., 6 in., in 5 cardboard letter files on filing cabinet. R. 312. (459)

176. REPORT OF LENDING OPERATIONS, Mar. 1 - May 30, 1936. Mimeographed forms showing counties, date, total number of applicants on whom action is pending and total rejected, and signature of field supervisor. Filed chronologically. (Never.) $8\frac{1}{2}$ x 11 folders, 2 in., in steel filing cabinet. R. 312. (529)

177. WEEKLY COLLECTION REPORT, Aug. 3, 1936 to date. Printed form showing dates, county, amount collected this year and prior to this year, and total amount collected. Filed chronologically. (Weekly, official.) $8\frac{1}{2}$ x 11 folders, 1 in., in steel filing cabinet. R. 312. (461)

178. RESETTLEMENT CLIENTS, Feb. 27 - Mar. 27, 1936. Typewritten lists of Resettlement farmers in each county of this district, and correspondence to and from supervisors. (Never.) $8\frac{1}{2}$ x 11 folders, 1 in., in steel filing cabinet. R. 312. (501)

VIENNA

EMERGENCY CROP AND FEED LOAN SECTION FIELD SUPERVISOR Court House, Court House Sq.

This office was established on September 1, 1935 to cover Dooly, Wilcox, Macon, Sumter, Crisp, and Pulaski counties. All reports are made to the Regional office at Columbia South Carolina.

179. GENERAL CORRESPONDENCE, Sept. 1, 1935 to date. To and from various persons and officials concerning loans, applicants, office work, and various matters carried on through this office. Filed alphabetically. (Monthly, official.) 9 x 12 folders, 2 ft., in steel filing case. R. 5. (106)

180. OFFICIAL RECEIPT, July 1, 1935 to date. FCA Form H-107, showing receipt number, date, code, name and address, loan number, cash received, interest adjustment, credit on principal of loan, old balance, and new balance.

Filed alphabetically by name of borrower. (Monthly, official.) 9 x 12 folders, 1 ft., in steel filing case. R. 5. (90)

181. TRIAL BALANCE SHEETS, Sept. 1, 1935 to date. Records show date, check number, county, name of borrower, loan number, cash received, interest, credit on principal, old balance, and balance due. Filed chronologically. (Monthly, official.) $8\frac{1}{2}$ x 11 loose papers, 1 ft., in steel filing case. R. 5. (104)

182. RECEIPT BOOK, Oct. 1, 1935 to date. Records show date, name, address, receipt number, loan number, amount, county, and total. Entered chronologically. (Weekly, official.) 12 x 14 vol., 2 in., on table. R. 5. (92)

183. APPLICATION FOR LOAN FOR CROP PRODUCTION DURING YEAR 1933, Mar. 1 - June 1, 1933. Records show applicant's legal name, address, 1932 crop acreage and production, total amounts of listed items, previous loans, statement of indebtedness, description of land, and amount of loan. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 8 in., in steel filing case. R. 5. (91)

184. EMERGENCY CROP ACCOUNT BOOK, Sept. 1, 1933 to date. Records show name and address of landlord, loan number, amount of loan, temporary receipt, date, official receipt, date, amount, and balance due. Filed alphabetically by county and name of landlord. (Daily, official.) 9 x 14 loose-leaf books (3), 2 ft., on wooden table. R. 5. (93)

185. PUBLIC VOUCHER FOR REIMBURSEMENT OF TRAVEL AND OTHER EXPENSES, Oct. 31, 1933 to date. Records show department or bureau, name of payee, address, amount, itemized schedule of travel and other expenses, character of expenditure, and statement of travel by motor vehicle. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 ft., in steel filing case. R. 5. (107)

186. PRELIMINARY APPLICATION AND WORK SHEET FOR EMERGENCY CROP LOAN IN 1934, Mar. 1 - Apr. 30, 1934. Records show applicant's legal name, address, county, age, marital status, number children at home, total amount of listed items, total amount applied for, crops planted and harvested in 1933, and description of land. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 3 in., in steel filing case. R. 5. (87)

187. TRANSMITTAL SHEET, Mar. 2, 1934 - Mar. 31, 1936. Records show state, date, item number, name and address of applicant, amount of loan, total amount, and signature of field supervisor. Filed chronologically. (Weekly, official.) 9 x 12 folders, 4 in., in wooden filing case. R. 5. (102)

188. CERTIFICATE OF COUNTY COUNCIL OF PRODUCTION CONTROL ASSOCIATION, Apr. 2 - June 15, 1934. FCA Form 277, showing date, county, town, name of owner or tenant, name and location of farm, number of acres, acres to be planted in cotton, certification of county council that information is correct, and signature of county councilman. Arranged chronologically and filed alphabetically by name of farm owner. (Never.) 9 x 12 folders, 7 in., in steel filing case and wooden filing case. R. 5. (88, 89)

189. PRELIMINARY APPLICATION AND WORK SHEET FOR EMERGENCY CROP LOAN DURING YEAR 1934, May 1 - June 15, 1934. Records show applicant's name and address, age, marital status, number acres in farm, crop acreage and production, description of land, amount of present indebtedness, and signatures of applicant

and witness. Filed alphabetically by name of applicant. (Never.) 9 x 12 folders, 1 in., in wooden filing case. R. 5. (97)

190. APPLICATION FOR EMERGENCY CROP LOAN, Mar. 1, 1935 - June 1, 1936. Records show name and address of applicant, amount of loan, whether or not applicant received loan in previous years, total crop acreage and production, amount of present indebtedness, statement of property owned, and signature of applicant. Filed alphabetically by name of applicant. (Weekly, official.) 9 x 12 folders, 4 ft., in steel filing case. R. 5. (99)

191. SUMMARY OF REMITTANCE, Sept. 1, 1935 to date. Records show receipt number, amount, money order number, fees payable, total, date, and signature of field supervisor. Filed chronologically. (Monthly, official.) 3 x 6 loose papers, 8 in., in steel filing case. R. 5. (103)

192. CROP BUYER'S LIST, Oct. 1, 1935 to date. Records show state, county, town, borrower's name, loan number, amount, and page number. Filed chronologically. (Monthly, official.) 9 x 13 loose papers, 3 in., on table. R. 5. (105)

193. FILED SUPPLY REQUEST, Jan. 1 - 4, 1936. Records show number of items, description of items, purpose for which used, by whom supplied, and signature of state supervisor. (Monthly, official.) 9 x 12 folders, 1 in., in wooden filing case. R. 5. (100)

194. PRELIMINARY QUESTIONNAIRE, Mar. 1 - June 1, 1936. Questionnaire shows applicant's age, family, farm equipment, whether or not he has loan pending with Resettlement, and signatures of applicant and witness. Filed alphabetically by name of applicant. (Weekly, official.) 9 x 12 folders 1 ft., in steel filing case. R. 5. (96)

195. LOAN CONTROL SHEET, Apr. 6 - 30, 1936. Records show date, name of county, state, average loan limit for county, number loans allowed for county, number approved loans forwarded to regional office, amount approved, average per loan, and signature of supervisor. Filed chronologically. (Monthly, official.) 9 x 12 folders, 3 in., in wooden filing case. R. 5. (101)

196. COLLECTION REPORT FOR OTHER TERRITORIES, Nov. 6, 1935 - Dec. 1, 1936. Records show name of applicant, address, county, receipt number, loan number, amount, and name and address of collector. Filed alphabetically by name of county. (Monthly, official.) 9 x 12 folders, 2 in., in wooden filing case. R. 5. (95)

197. REPORT OF LENDING OPERATIONS, Mar. 15 - 31, 1936. Records show county, state, total number of applicants on whom action is pending, total applications rejected, and signature of field supervisor. Filed alphabetically by name of county. (Weekly, official.) 9 x 12 folders, 2 in., in steel filing case. R. 5. (98)

198. DAILY COLLECTION REPORT BY COUNTIES, Aug. 22 - Oct. 31, 1936. Records show date, county, amounts for 1936, for prior years, total, and signature of supervisor. Filed chronologically. (Weekly, official.) 9 x 12 folders, 2 in., in steel filing case. R. 5. (94)

WARRENTONEMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Warren County Court House

This office was established during 1935 to cover Warren County. All records are filed.

199. APPLICATION FOR CROP LOANS, 1937. FCA Form 2-1937-ECFL, showing all necessary data regarding applicants, their assets and liabilities, utilization of loan, total crop acreage and production, farm products on hand, description of land, and crops on which lien will be given as security for a loan. (Daily, official.) 9 x 12 folders, 6 in., in steel filing case. NW. corner, 1st floor. (2)

200. PROMISSORY NOTE, 1937. FCA Form 3-1937-ECFL, which is a note payable to the Governor of the Farm Credit Administration for a loan made to borrower for the purpose of assisting him in operating his farm in 1937. (Daily, official.) 9 x 12 folders, 6 in., in steel filing case. NW. corner, 1st floor. (1)

WASHINGTONEMERGENCY CROP AND FEED LOAN SECTION
FIELD SUPERVISOR
Wilkes County Court House

This office was established during 1930 to cover Lincoln, Wilkes, Elbert, and Taliaferro counties.

201. GENERAL CORRESPONDENCE, 1936 to date. Filed chronologically. (Daily, official.) 8 $\frac{1}{2}$ x 11 folders, 4 in., in pasteboard box. Dirty. NW. corner room, 2d floor. (47)

202. RECEIPTS, 1930 to date. Receipts by the farm supervisor for payments made by client. (Monthly, official.) 3 x 6 vols. (240), 5 ft., on wooden table. Dirty. NW. corner room, 2d floor. (48)

203. OFFICIAL RECEIPTS, 1935 - 1936. Official receipts from the Crop Production Loan Office, Washington, D. C., sent to the farm supervisor covering all moneys paid in by clients. Filed numerically. (Semiannually, official.) 3 x 18 loose papers, 2 ft., on shelves on revolving wooden bookcase. Dirty. NW. corner room, 2d floor. (56)

204. RECORDS OF LOANS (LINCOLN, WILKES, ELBERT, AND TALIAFERRO COUNTIES), 1929 to date. FCA form showing date of note, amount of loan, and date of maturity. Filed chronologically. (Weekly, official.) 9 x 26 loose-leaf books (6), 10 in., on wooden table. Dirty. NW. corner room, 2d floor. (54, 50, 51, and 49)

205. APPLICATION FOR EMERGENCY CROP LOAN, 1932 - 1933. FCA Form 2-1936 - ECFL, covering application for emergency crop loans based on crop acreage and production, and includes shares of tenant and landlord. Filed numerically.

(Semiannually, official.) 7 x 12 loose papers, 3 ft., 6 in., on shelves of revolving bookcase. Dirty. NW. corner room, 2d floor. (52)

206. BILL OF SALE, 1934 to date. FCA Form 4-D-1936 ECFL, which is a waiver and agreement signed by client giving the FCA the power to sell all, or a sufficient portion of property or crops to cover damages caused by client failing to care for property in a husbandman like manner. (Weekly, official.) 8½ x 11 folders, 2 in., in pasteboard box. Dirty. NW. corner room, 2d floor. (57)

207. PRELIMINARY APPLICATION AND WORK SHEET FOR EMERGENCY CROP, 1935. FCA form showing applicant's name and address, whether client has made application this year to any other agency, purpose of buying seed and fertilizer based on acreage, description of land, statement of indebtedness, statement of livestock and equipment, amount of seed, grain, and feed on hand. Filed alphabetically. (Never.) 6 x 12 loose papers, 3 ft., in pasteboard box. Dirty. NW. corner room, 2d floor. (53)

208. RECORD OF UNPAID LOANS (WILKES, TALIAFERRO, LINCOLN, AND ELBERT COUNTIES), 1936 to date. FCA form showing name, date, loan number, cash received, interest credited on principal, and old and new balance. (The trial balance is of all unpaid loans after February 15, 1936.) Filed numerically. (Never.) 14 x 18 loose-leaf book, 1 in., on wooden table. Dirty. NE. corner room, 2d floor. (46)

209. STATISTICAL REPORT, 1934 to date. FCA form showing amount of loans, record of payment, nature and grade of commodity stored as collateral, record of inspection of crops, and acreage data and prospects. Filed chronologically. (Weekly, official.) 5 x 29 vols. (4), 4 in., on floor. Dirty, torn. NW. corner room, 2d floor. (55)

