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INVENTORY OF FEDERAL ARCHIVES  
IN THE STATES

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SERIES XII. THE VETERANS' ADMINISTRATION  
NO. 19. MARYLAND

GOVERNMENT PUBLICATION

UNIVERSITY OF KENTUCKY  
LIBRARIES

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THE SURVEY OF FEDERAL ARCHIVES  
WORKS PROGRESS ADMINISTRATION

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Professional and Service Projects  
Works Progress Administration

The National Archives  
Cooperating Sponsor

SERIES XII. THE VETERANS' ADMINISTRATION

NO. 19. MARYLAND

GOVERNMENT PUBLICATIONS

UNIVERSITY OF KENTUCKY  
LIBRARIES

Baltimore, Maryland  
The Historical Records Survey  
1939

The Historical Records Survey

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PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued since that date as a unit of the Historical Records Survey, also operating as a nation-wide project of the Works Progress Administration.

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 Maryland the work of the Survey was under the direction of Mr. Van Arsdale Turner, regional director for Maryland, Delaware, and New Jersey, from its inception until June 30, 1937. From that time until April 1, 1938 the project was under the direction of Miss Rita Macht. Mr. Walter F. Meyer, State Director of the Historical Records Survey, undertook to supervise the project from April until June 1938, with Mrs. Alma Powell as research assistant. At that time Mr. Carl N. Everstine was appointed to direct the work of the project. In October 1938 it again became a unit of the Historical Records Survey.

This Inventory of the records of the Veterans' Administration in Maryland was prepared in the Baltimore office of the Survey and was edited before final typing by Miss Elizabeth Edwards of the Washington office.

The various units of the fieldwork for this Inventory were begun and completed during the months of May and June 1936. The precise dates are in each instance mentioned on the Form 58SA on file in the National Archives.

Inquiries concerning the work of the Survey of Federal Archives in Maryland may be directed in care of The Works Progress Administration, Baltimore.

Baltimore, Maryland  
June 30, 1939

Carl N. Everstine, Supervisor,  
Historical Records Survey  
of Maryland

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Manager, Office of the	1
Medical Division	1
Assistant Chief	1
Chief Nurse, Office of the	1
Clinical Director, Office of the	1
Dental Clinic	1
Dietetic Unit	1
Library	1
Occupational Therapy Unit	1
Pathological Unit	1
Physiotherapy Unit	1
Recreation Unit	1
Social Service Unit	1
Surgical Unit	1
X-ray Unit	1
Supply Division	1
Subsistence Unit	1
Transportation Unit	1
Utility Division	1
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Engineering Unit	1
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Administration Division

1. ABSTRACT CASES, 1918 to date. Reports and briefs containing history of compensation received by veterans and family; record of disability; diagnosis; and hospitalization. These records are a part of the files and records in rooms 202 - 203 but are kept in room 200 because the administration division makes daily use of them. Filed numerically. 5 x 8 alphabetical and numerical card index, 14 in. (older records, rarely current records, daily, official.) 5 x 8 cards, 12 in., in 3 closed wooden filing tube. 2. 200 (Reg. 5) (714)

See Entry No. 23.

2. GENERAL FILES, 1918 to date. Laws, regulations, precedents, instructions, and legal decisions. This is typewritten

THE VETERANS' ADMINISTRATIONBALTIMORE

## REGIONAL OFFICE 13

(A) Administration Bldg., Fort McHenry

(B) Medical Bldg., Fort McHenry

This office was established July 3, 1930. Prior to that date its activities had been carried on by the Bureau of War Risk Insurance, 1914 - 1921, and by the U. S. Veterans' Bureau, 1921 - 1930. The older records in this office were taken over from these agencies. No records have been lost or destroyed. Obsolete files are sent to the Supply Depot at Perry Point; all other papers are kept on file here.

The office for Maryland is paying compensation and pension benefits to 4,500 World War veterans in the state. Veterans of the Spanish War or previous wars are not included; they are paid directly from Washington. A total of more than 16,000 applications for compensations and pensions are on file for Maryland World War veterans. The office also handles the estates of incompetent veterans, of which there are 453, and of 522 minor children. This work necessitates the appointment of fiduciaries, guardians, or custodians and the making of institutional awards. A large part of the office activities consists of medical examinations and treatments of out-patients, in addition to the adjudication of claims. During the calendar year of 1935, 11,944 examinations of all kinds were made in the Baltimore office, and 18,032 treatments were given.

Adjudication Division

1. ABSTRACT CARDS, 1918 to date. Reports and briefs containing history of compensation received by veteran and family; record of disability, diagnosis, and hospitalization. These records are a part of the files and records in rooms 202 - 203 but are kept in room 200 because the adjudication division makes daily use of them. Filed numerically. 3 x 5 alphabetical and numerical card index, 14 ft. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 18 ft., in 3 closed wooden filing tubs. R. 200 (Bldg. B).  
(514)

See Entry No. 38.

2. GENERAL FILE, 1918 to date. Laws, regulations, procedures, instructions, and legal decisions. This is typewritten

correspondence, mostly duplicates; originals are kept in the central office in Washington. Filed chronologically. 3 x 5 alphabetical and numerical card index, 5 ft. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 7 ft. 6 in., in 4 drawers of steel filing case. R. 206 (Bldg. B). (522)

3. PENSION CLAIMS, DUPLICATE COPIES, 1918 to date. Typewritten records of physical examinations, clinical records, and duplicate copies of claims. These copies are separated from the originals, which are kept in Rs. 202 and 204. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 3 ft. 6 in., on open wooden shelf. R. 306 (Bldg. B). (537)

4. PENSION CLAIMS, EXCESS COPIES OF DUPLICATES, 1918 to date. Copies of appeals, reexaminations, physical examinations, and reports. After a sufficient amount of material is collected it is shipped to Perry Point Supply Depot. No use is made of these records, as desired information is obtained from other duplicates. Filed alphabetically by name of claimant. (Rarely, official.) 9 x 12 folders and 8 x 9 bundles, 5 ft., on open wooden shelf. Brittle, dirty, torn. R. 306 (Bldg. B). (539)

5. RETIREMENT COMPENSATION FILE, 1918 to date. Typewritten correspondence, affidavits, claims, requests for increases in awards, and reports. This file is a component part of the large file kept in Rs. 202 and 204. Filed alphabetically. 3 x 5 alphabetical and numerical card index, 14 ft., in R. 200. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 17 ft. 9 in., on 3 open wooden shelves. R. 306 (Bldg. B). (538)

See Entry No. 38.

6. RATING SHEET FILE, 1923 to date. Rating board reports, and percentage of disability allowance; record of active cases pending and inactive cases not eligible. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of steel transfer cases. R. 214 (Bldg. B). (530)

See Entry No. 8.

7. TRANSFERRED CASES, 1925 to date. Typed forms relative to compensation claims, showing notice of transfer, case file, and address to claimant at the time of his transfer. Filed alphabetically and chronologically. 3 x 5 card index, 3 ft. 2 in., in R. 200. (Older records, rarely; current records, daily, official.) 5 x 8 sheets, 14 ft. 6 in., in drawers of wooden card cabinets. Rs. 202, 203 (Bldg. B). (516)

8. RATING SHEET FILE, 1927 - 1933. Typewritten rating board reports on veterans' eligibility for treatment and dis-

ability allowance. This is part of the file in room 214. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 5 ft. 9 in., on 2 open wooden shelves. R. 306 (Bldg. B). (542)  
See Entry No. 6.

9. GENERAL FILES, Mar. 13, 1933 to date. Printed application forms and typewritten office correspondence relating to the filing of applications for compensation and hospitalization. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 6 ft., in 4 drawers of steel filing case. R. 212 (Bldg. B). (525)

Office of the Chief Attorney

10. GUARDIANSHIP CASES, ACTIVE, 1926 to date. Special survey reports, court expense vouchers, sworn statements, receipts and disbursements. Filed alphabetically. 3 x 5 card index, 4 ft. 6 in. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 42 ft., in 21 drawers of steel filing cases. R. 300 (Bldg. B). (533)

11. GUARDIANSHIP CASES, INACTIVE, 1926 to date. Correspondence, special survey reports, court expense vouchers, sworn statements, receipts and disbursements. Filed alphabetically. 3 x 5 alphabetical card index, 2 ft. (Older records, rarely; current records, daily, official.) 10 x 12 filing cases. R. 200 (Bldg. B). (532)

12. GUARDIANSHIP CASES PENDING, 1926 to date. Correspondence relating to the appointment of guardians or custodians. Filed alphabetically. 3 x 5 alphabetical card index, 1 ft. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. R. 300 (Bldg. B). (534)

13. CORRESPONDENCE - GUARDIANSHIPS, INACTIVE, 1928 - 1935. Duplicate copies of hospital reports of injuries, assaults, departures without discharges, and court decisions. Filed alphabetically. (Rarely, official.)  $9\frac{1}{2}$  x  $11\frac{1}{2}$  folders, 8 ft. 6 in., on 4 open wooden shelves. Damaged by careless handling and faulty containers. R. 306 (Bldg. B). (535)

14. CORRESPONDENCE, MINORS OF VETERANS, 1930 to date. Correspondence on school attendance of children of veterans receiving additional compensation, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 207 (Bldg. B). (523)

15. TRIAL FILE, CLOSED CASES, 1931 - 1934. Photostatic copies, newspaper clippings, photographs, transcripts of court

proceedings, typewritten correspondence, physicians' reports, briefs, documents, and affidavits. Filed chronologically. (Rarely, official.) 9 x 15 folders, 2 ft. 6 in., on open wooden shelf. Dirty (Bldg. B). R. 306. (536)

Finance Division

16. DISABILITY COMPENSATION AWARD FILE, ACTIVE, 1919 to date. Addressograph cards showing authorization of awards to non-service connected individuals, and awards for institutional wartime and institutional peacetime service; also to determine award due veteran when compensation checks are ready to be mailed. A similar file is kept in the central office in Washington. Filed numerically. 3 x 5 alphabetical card index, 9 ft. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 3 ft. 6 in., in wooden filing tub. R. 102 (Bldg. A). (551)

17. DISABILITY COMPENSATION AWARD FILE, INACTIVE, 1919 to date. Addressograph cards showing authorization of awards for peacetime and institutional wartime services. A similar file is kept in the central office, Washington. Filed by compensation numbers. 3 x 5 alphabetical card index, 9 ft. (Rarely, official.) 5 x 8 sheets, 18 ft., in 3 wooden filing tubs. R. 102 (Bldg. A). (550)

18. PERSONNEL APPOINTMENT FILE, 1925 to date. Duplicate copies of correspondence used to determine status of personnel. Originals are sent to the central office at Washington. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 106 (Bldg. A). (559)

19. PERSONNEL VOUCHER FILE, 1925 to date. Duplicate copies of semimonthly pay rolls, statements, memoranda, and vouchers for salaries. Originals are at the central office in Washington. Personnel vouchers dated prior to 1925 have been shipped to the Perry Point Supply Depot. Filed chronologically. (Occasionally, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 106 (Bldg. A). (563)

See Entry No. 332

20. PERSONNEL PAY CARDS, 1925 to date. Salaries and names of, and data concerning, former employees. Filed alphabetically and chronologically. (Occasionally, official.) 5 x 8 sheets, 1 ft., in drawer of steel filing case. R. 106 (Bldg. A). (560)

21. LOANS, ADJUSTED SERVICE CERTIFICATES, 1927 to date. Vouchers showing veteran's name, address, amount of note, deductions, and amount of check; also correspondence and records

of guardianship of incompetent veterans; duplicates have been distributed to various departments. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 sheets, 3 ft. 6 in., in 2 drawers of steel filing case. R. 200 (Bldg. A). (572)

22. VETERANS' NOTE CARD FILE, 1927 - 1935. Tabulated information on outstanding notes (held by the Veterans' Bureau) against veterans, showing balance, date of loan, and interest charges; also correspondence. Filed alphabetically. (Frequently, official.) 5 x 8 and 8 x 10 $\frac{1}{2}$  cards and sheets, 1 ft. 6 in., in drawer of steel filing case. R. 200 (Bldg. A). (574)

23. ADMINISTRATION ISSUE FILE, 1928 to date. Correspondence relating to procedures, decisions, and instructions for use of various departments of this bureau; also laws passed by Congress and different central office rulings, for the functioning of Veterans' Administration offices. These copies are duplicates only; the originals are in the central office, Washington. Filed chronologically and by subject. (Weekly, official.) 9 x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 106 (Bldg. A). (564)

24. VETERANS' NOTES, 1928 - 1936. Printed form, showing signatures of notary public and veteran, and number and amount of check sent to veteran. These notes are being organized preparatory to pay-off, after which they will be retained by this office as permanent records. Filed alphabetically. (Frequently, official.) 9 x 12 sheets, 1 ft. 6 in., in 2 drawers of steel filing case. R. 200 (Bldg. A). (573)

25. DISABILITY ALLOWANCE AWARD CARD FILE, July 1, 1930 - June 1933. Typewritten cards giving dates of enlistment and discharge; also number of checks sent to veteran, disability incurred, and non-service record. These awards were stopped in June 1933 after passage of the Economy Act. Cards may be destroyed by authority from Washington. Filed numerically. (Never.) 5 x 8 cards, 4 ft. 6 in., in 3 drawers of wooden filing case. R. 102 (Bldg. A). (555)

26. BUDGET RECORD FILE, 1933 to date. Requisitions, purchase orders, and authorizations for medical service; various expenditures budgeted for eventual payment by voucher; these are duplicates, the originals being in Washington. Filed chronologically and according to budget symbols. (Daily, official.) 9 x 12 folders, 6 ft., in 4 drawers of steel filing case. R. 106 (Bldg. A). (557)

27. SCHEDULE OF PAYMENTS FILE, 1933 to date. Daily summary of payments; duplicate copies only. Originals are at the

central office, Washington. These schedules are balanced monthly. Filed chronologically. (Daily, official.) 9 x 12 sheets, 2 ft., in 2 drawers of steel filing case. R. 106 (Bldg. A). (562)

28. STOP PAYMENT NOTICE FILE, 1933 to date. Typewritten forms, relating to reason for stopping payment, kind of award, signature and title of persons by whom submitted and approved. These forms originated in the adjudication division and are sent to the accountants for the stopping of payments. Older files were destroyed about January 1934, by authority from Washington. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 1 ft., in drawer of wooden card cabinet. R. 102 (Bldg. A). (556)

29. TRANSFER FILE, 1933 to date. Mimeographed forms on transfer of cases from this regional office to other offices; show status, reason for transfer, and compensation number. Filed dated prior to 1933 have been destroyed. Filed numerically. (Daily, official.) 5 x 8 sheets, 10 in., in drawer of wooden card cabinet. R. 102 (Bldg. A). (554)

30. VOUCHER FILE, 1933 to date. Typewritten duplicates of vouchers for disbursements for contracts, meals, lodging, and doctors' fees. The originals have been sent to the central office, Washington. Records dated prior to 1933 have been shipped to the Perry Point Supply Depot. Filed alphabetically. (Daily, official.) 9 x 12 folders, 12 ft., in 6 drawers of steel filing case. R. 106 (Bldg. A). (558)

See Entry No. 333.

31. PRESUMPTIVE NON-SERVICE CONNECTED CERTIFICATE FILE, July 1, 1933 - July 1934. Typewritten briefs relating to awards, check numbers, and authorizations for veterans who have incurred disabilities in civilian occupations. Permission from authorities in Washington for the destruction of this file is being awaited, because passage of the Economy Act made it useless. File is being continued on Adjudication Form 553-C. Filed alphabetically. (Never.) 8 x 10 sheets, 1 ft., in drawer of wooden card cabinet. R. 102 (Bldg. A). (553)

32. WAR SERVICE CONNECTED CERTIFICATES, July 1, 1933 - June 1934. Typewritten briefs on awards to veterans. Records are obsolete and will be destroyed as soon as authority is received from Washington. File is being continued on Adjudication Form 553-C. Filed alphabetically. (Never.) 8 x 10 sheets, 4 ft., in 4 drawers of wooden filing case. R. 102 (Bldg. A). (552)



33. JOURNAL VOUCHER FILE, June 15, 1936. Duplicate stubs giving balance of amount due on veterans' certificates. The original sheet has ten stubs, which are distributed as follows: three typewritten copies to central office, Arlington Building, Washington; five copies to Treasury Department at Washington; and two copies retained here. Payments on these certificates were started June 15, 1936. Filed alphabetically. (Daily, official.)  $2\frac{1}{2}$  x 6 stubs, 1 ft. 6 in., in 2 drawers of steel filing case. R. 200 (Bldg. A). (575)

Office of the Manager

34. PERSONNEL FILE, 1919 to date. Records of absence, personal histories, classification forms (printed), graphic rating scales, physical and clinical reports, hospital admission cards, dental record charts, and correspondence; also reports on physical condition and hospitalization of employees. Filed alphabetically. (Older records, rarely; current records, daily, official.)  $9\frac{3}{4}$  x  $11\frac{1}{2}$  folders, 4 ft. 6 in., in 3 drawers of steel filing case. R. 113 (Bldg. A). (570)

35. GENERAL CORRESPONDENCE, 1921 to date. Relating to American Red Cross, members of regional offices, disabled veterans, guardianships, investigation of veterans by attorneys, narcotics, Perry Point Hospital, and sanitary conditions in this office. Filed alphabetically and chronologically. (Older records, rarely; current records, daily, official.)  $9\frac{3}{4}$  x  $11\frac{1}{2}$  folders, 5 ft. 6 in., in 3 drawers of steel filing case. R. 113 (Bldg. A). (571)

36. MISCELLANEOUS FILE, 1921 to date. Telegrams, instructions, bulletins and circulars, reports, regulations, miscellaneous correspondence, blueprints of U. S. Appraisers' Stores Building, newspaper clippings, maps and charts of the United States. Filed by subject. (Older records, rarely; current records, daily, official.)  $9\frac{3}{4}$  x  $11\frac{1}{2}$  folders, 10 ft. 6 in., in 6 drawers of steel filing cases. R. 113 (Bldg. A). (569)

Medical Division

37. CANADIAN CASES - HOSPITALIZATION, 1918 to date. Correspondence, clinical records, dental charts, and reports on Canadian veterans who receive hospitalization and medical treatment. This medical care was provided for in a reciprocal agreement between the United States and Canada. Filed alphabetically. (Occasionally, official.) 10 x 12 folders, 6 ft., in 4 drawers of wooden filing case. R. 204 (Bldg. B). (521)

38. GENERAL COMPENSATION FILES, 1918 to date. Correspondence, briefs, rating sheets, clinical records, dental charts, and reports of examinations, medical statements, and history of individual veteran. Filed numerically. 3 x 5 alphabetical and numerical card index, 14 ft., in R. 200. (Older records, rarely; current records, daily, official.)  $9\frac{1}{2}$  x  $11\frac{1}{2}$  folders, 982 ft., in 452 drawers of steel filing cases. Rs. 204, 202, 203 (Bldg. B). (519, 515)

See Entries No. 1, 3, 5.

39. GENERAL CORRESPONDENCE, 1918 to date. Correspondence relating to the general routine of this agency, excepting compensation, hospitalization, and medical treatment. Filed alphabetically. (Rarely, official.) 10 x 12 folders, 17 ft. 6 in., in 9 drawers of wooden filing cases. R. 204 (Bldg. B). (520)

40. HOSPITALIZATION TREATMENT CASES, NON-SERVICE CONNECTED, 1918 to date. Applications for hospitalization, medical reports, reports on examinations, and related correspondence. Filed alphabetically by name. (Older records, rarely; current records, daily, official.)  $9\frac{1}{2}$  x  $11\frac{1}{2}$  folders, 30 ft., in 15 drawers of wooden filing cases. R. 207 (Bldg. B). (524)

41. RECEIPT BOOKS OF REGISTERED MAIL, 1918 - 1935. Records of registered mail and parcels. Paper volumes in which receipts are kept. Entered numerically. (Rarely, official.) 6 x 10 vols., 1 ft., on open wooden shelf. Brittle, dirty, torn. R. 306 (Bldg. B). (540)

42. X-RAY FILM FILE, 1918 - 1929. Negative films, with a brief description and diagnosis of ailment of veterans; used for comparisons and for consultations of attending physicians. Filed numerically. 3 x 5 alphabetical card index, 14 ft., in R. 106. (Frequently, official.) 8 x 10, 10 x 12, and 14 x 17 envelopes, 37 ft., in 21 drawers of steel filing cases. R. 401 (Bldg. B). (549)

See Entry No. 52.

43. DOCTORS' REPORTS, 1920 - 1934. Daily individual doctors' reports, reports from Perry Point Hospital, doctors' manuals, and books; also photostatic copies of reports and correspondence. These records were to be shipped to the Perry Point Supply Depot, because of being inactive. Filed chronologically. (Rarely, official.) Various sized vols., 14 ft. 6 in., on 3 open wooden shelves and in pasteboard box. Brittle, dirty, torn. R. 306 (Bldg. B). (543)

See Entry No. 134.

44. GENERAL FILES, 1921 to date. Correspondence and monthly reports relating to the medical section; also weekly reports on patients in private hospitals. Filed annually. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 8 ft., in 4 drawers of steel filing case. R. 122 (Bldg. B). (513)

45. CERTIFICATE OF RECOGNITION FILE, 1928 - 1933. Correspondence reports of physical examinations, and doctors' reports relating to future hospitalization. This file was discontinued in 1933. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 5 ft. 6 in., on open wooden shelf. R. 306 (Bldg. B). (541)

46. DUPLICATE X-RAY REPORT FILE, 1922 to date. Duplicate copies of reports and X-Ray plates. These reports and plates are used at conferences for diagnoses of veterans' ailments. Original copies are sent to the central office of the Veterans' Administration in Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. R. 106 (Bldg. B). (511)

47. OUT-PATIENT MEDICAL FILE, 1923 to date. Diagnostical and physical reports and correspondence; information on patients who are eligible for hospitalization through physicians' reports. Filed alphabetically by veterans' names. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 37 ft. 6 in., in 19 drawers of steel filing cases. R. 314 (Bldg. B). (531)

48. CLOSED CASES, INDEX FILE, 1923 to date. Tabulation cards on the final disposition of hospital cases and transfers. Filed alphabetically by veterans' names. (Occasionally, official.) 3 x 5 cards, 9 ft. 6 in., in 10 drawers of wooden card cabinets. R. 214 (Bldg. B). (527)

49. CURRENT CARD FILE FOR HOSPITALIZATION, 1923 to date. Typewritten card forms used as an index to current cases at various hospitals. Filed geographically and alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 2 ft., in 2 drawers of wooden card cabinet. R. 214 (Bldg. B). (526)

50. HEALTH DEPARTMENT FILE, UNITED STATES PUBLIC HEALTH SERVICE, 1923 to date. Typewritten cards - a record of patients having contagious diseases of any kind; reports on these cases are sent to the U. S. Public Health Service at 2411 North Charles Street, Baltimore. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5

cards, 10 in., in drawer of wooden card cabinet. R. 214 (Bldg. B). (529)

51. PATHOLOGICAL FILE, 1923 to date. Cards showing the ratings on eye, ear, nose, and throat treatments; and general medical care of neurasthenia, tuberculosis, amputations, and diabetis. Filed according to diagnosis and veterans' names. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 9 ft., in 10 drawers of wooden card cabinets. R. 214 (Bldg. B). (528)

52. X-RAY FILM FILE, June 3, 1929 to date. X-Ray negatives; filed numerically. 3 x 5 alphabetical card index, 14 ft. Index cards give a brief description and diagnosis of ailments of veterans. X-Ray films dated prior to 1929 are stored in the vault in Room 401, Medical Building. (Older records, rarely; current records, daily, official.) 8 x 10, 10 x 12, and 14 x 17 envelopes, 6 ft., in 3 drawers of steel filing case. R. 106 (Bldg. B). (512)

See Entry No. 42.

#### Supply Division

53. GENERAL FILE, 1920 - 1929. Reports, contracts, purchase authorizations, prescriptions, and vouchers. Clerk is awaiting authorization from Washington either to destroy these obsolete records or to ship them to the Perry Point Supply Depot. Filed chronologically. (Rarely, official.) Various sized covers, envelopes, folders, paper packages, and pockets, 8 ft., on 4 open wooden shelves and in 2 pasteboard boxes. Brittle, dirty, torn, scattered. R. 306 (Bldg. B). (544)

54. CONTRACT FILE, 1928 to date. Typewritten and photostatic copies of contracts, and correspondence relating to various supplies and to the maintenance of building. These are duplicate copies only; the originals are at the central office, Washington. Records dated prior to 1928 have been sent to Perry Point. Filed chronologically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 106 (Bldg. B). (561)

See Entry No. 332.

55. CONTRACTS, 1930 to date. Correspondence relating to the purchase of drugs, laundry, gas, electricity, and food-stuffs, all by contract. Filed alphabetically by subject. (Older records, rarely; current records, daily, official.) 10 x 12 envelopes and folders, 2 ft., in 2 drawers of steel filing case. Rs. 316, 317 (Bldg. B). (547)

56. GENERAL FILES, 1930 to date. Printed circulars, bills of lading, inventories of property, contracts and bids for purchase supplies, supplies on hand, property reports, and routine correspondence. Filed alphabetically by subject. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 2 ft. 6 in., in 3 drawers of steel filing case. Rs. 216, 317 (Bldg. B). (545)

57. REPORTS OF CONTRACTS, 1930 to date. Typewritten reports of contracts relating to the purchase of materials. Filed alphabetically. (Occasionally, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 204 (Bldg. B). (517)

58. REQUISITIONS, 1930 to date. Correspondence, requisitions for purchases of material, invoices and receipts for material received; referred to when checking requisitions. Filed alphabetically by subject. (Older records, rarely; current records, daily, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. Rs. 316, 317 (Bldg. B). (548)

59. PURCHASE ORDERS, 1933 to date. Correspondence and purchase orders for repairs of typewriters, desks, and other office equipment. Filed alphabetically. (Daily, official.) 10 x 12 folders, 3 ft., in 2 drawers of steel filing case. Rs. 316, 317 (Bldg. B). (546)

60. DECEASED, June 1, 1935 to date. Correspondence, transcripts, funeral director's bills, affidavits, duplicate copies of widows' claims, and information relating to deceased veterans. Filed alphabetically. (Occasionally, official.) 10 x 12 folders, 2 ft., in drawer of wooden filing case. R. 204 (Bldg. B). (518)

#### Veterans' Civilian Conservation Corps Section

61. ACTIVE CERTIFIED APPLICATION FILE, 1933 to date. Typewritten correspondence, telegrams, lettergrams, applications, personal correspondence, and allotment papers concerning enrollees from all but two counties in Maryland. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 111 (Bldg. A). (568)

62. DISCHARGE FILE (CCC VETERANS), 1933 to date. Typewritten forms and correspondence, applications, discharges, and lettergrams. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of steel filing case. R. 111 (Bldg. A). (566)

63. GENERAL CORRESPONDENCE, 1933 to date. Typewritten correspondence, instructions, bulletins, quotas; also hand-books and copies of regulations. Filed by subject. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 111 (Bldg. A). (567)

64. REJECTED APPLICATION FILE, 1933 to date. Applications, telegrams, reports, and related correspondence. Some correspondence from different Welfare Boards in Maryland. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 111 (Bldg. A). (565)

#### PERRY POINT

##### VETERANS' ADMINISTRATION FACILITY

- (A) Administration Bldg.
- (B) Diagnostic Bldg.
- (C) Electric Shop
- (D) Filtration Bldg.
- (E) Fire House
- (F) Library
- (G) Maintenance Storehouse
- (H) Mess Hall
- (I) Garage
- (J) Occupational Therapy Bldg.
- (K) Plumbing and Carpenter Shop
- (L) Recreation Bldg.

Organized in April 1919 under the U. S. Public Health Service, this agency was taken over by the U. S. Veterans' Bureau in 1922 and absorbed by the Veterans' Administration upon the creation of the latter in 1930.

A neuro-psychiatric hospital is maintained at Perry Point to give medical care and treatment to former members of the military and naval forces of all wars, as provided by various acts of Congress. The hospital plant includes eleven ward buildings with a normal capacity of 1015 persons, a main mess, library, recreation building, occupational therapy building, chapel, nurses' quarters, attendants' quarters, and administration building. The village adjacent to the hospital group includes the power plant, hospital stores, shop building, filtration plant, laundry, fire and police department, two store-and-apartment buildings, community club and school, post office, and 123 homes for employees.

There is a resident staff of nine physicians, each a specialist in his particular field. A dental clinic, with two resident dentists, a dental mechanic, and an oral hygienist, cares for all dental needs. The clinical laboratory affords service in bacteriological, serological, and chemical routine and research work. A fully and modernly equipped X-ray clinic and operating suite are provided in the Clinic Building. The nursing corps consists only of registered nurses. Diet therapy, under medical direction, is supervised by trained dietitians. Treatments in physiotherapy, hydrotherapy, and heliotherapy are given extensively by technicians under supervision of a physician. Physical education under expert direction is stressed, with highly beneficial results. Occupational therapy treatments, including habit training, arts and crafts, shoe repairing, metal work, upholstering, woodwork, painting, printing, swine husbandry, poultry raising, floriculture, landscaping, concrete work, gardening and allied activities, are provided under supervision. Recreation activities are handled by a trained force. A social service department is maintained for the assistance of the staff and the advancement of the patient when need is indicated.

The Facility is self-sustaining insofar as utilities are concerned; it supplies its own power, light, and heat, and maintains a filtration plant. Likewise, it furnishes fire and police protection, garbage and trash disposal, street lighting, telephone service, and railroad facilities to itself, to the Veterans' Administration Supply Depot, to the Public Health Service Depot, and to a number of private establishments located on the reservation.

Records for this agency may either be destroyed or sent to Washington for storage, but in either instance only at the authorization of the Chief Clerk of the Veterans' Administration in Washington.

#### Finance Division

65. COST ACCOUNTING LEDGER SHEETS, May 1921 - 1925.  
Records of operating cost of the hospital. This method of cost accounting was discontinued after 1925. Filed chronologically. (Seldom, official.) 15 x 17 $\frac{1}{4}$  vols., 10 in., on open wooden shelf. R. 1-A (Bldg. A). (240)

66. COST ACCOUNTING REPORTS, July 1929 - June 1935.  
Operating costs of the reservation; these records are here pending orders from Washington as to their disposition. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 2 ft., in drawer of steel transfer case. R. 1-A (Bldg. A). (247)

See Entry No. 72.

67. PUBLIC VOUCHERS FOR REFUNDS AND PATIENTS' FUNDS, Jan. 1, 1932 to date. Name of payee, certifying and approving officer, patient's name, and item purchased. Files dated prior to 1932 are in dead storage. Filed numerically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  sheets and 8 $\frac{1}{2}$  x 11 folders, 10 ft. 2 in., in 2 drawers of steel filing case and in 4 drawers of steel transfer case. Rs. 2, 1-A (Bldg. A). (243, 265)

See Entry No. 333.

68. LEDGER ACCOUNT CARDS, Jan. 9, 1932 to date. Patient's name, credit item pertaining to his account, claim number, guardian's name and address, dates of admission and discharge. Filed alphabetically. (Occasionally, official.) 8 x 10 cards, 6 ft. in 3 drawers of steel filing case and in drawer of steel transfer case. Rs. 2, 1-A (Bldg. A). (242, 266)

69. SALARY RECORD CARDS, 1933 - 1935. Records showing individual's name, station, date of birth, appointment, etc. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 3 ft., in drawer of steel transfer case. R. 1-A (Bldg. A). (246)

70. BUDGET RECORDS, July 1, 1933 to date. Purchase orders, vouchers, and allotments. These are duplicate records; the originals are in Washington. Files dated prior to 1933 (excepting vouchers) have been destroyed, by permission from Washington. Filed alphabetically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  and 10 x 15 folders and sheets, 25 ft. 6 in., in 11 drawers of steel transfer cases and in 3 drawers of steel filing case. Rs. 2, 1-A (Bldg. A). (244, 267)

71. PAY ROLL, 1934 to date. Pay rolls for personal services. Filed numerically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 9 ft., in 5 drawers of steel transfer cases. R. 1-A (Bldg. A). (248)

72. COST ACCOUNTING DATA, Mar. 1934 to date. Cost accounting data, showing payee's name, certifying and approving officer, patient's name, and items procured. All reports dated prior to 1934 are in dead storage file. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  envelopes and folders, 9 ft. 10 in., in 4 drawers of steel transfer case and in drawer of steel filing case. Rs. 2, 1-A (Bldg. A). (251, 268)

See Entry No. 66.

73. PATIENTS' FUNDS RECORDS, Oct. 1934 to date. Institutional ward schedule, trial balances, and schedules of collections and disbursements. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  sheets, 1 ft. 8 in., in drawer of steel filing case. R. 2 (Bldg. A). (264)



74. PATIENTS' REQUISITIONS, Oct. 29, 1934 to date. Requisitions pertaining to money spent for patients' clothing, tobacco, etc. Filed numerically. (Monthly, official.) 8 x 11 sheets, 13 ft. 8 in., in 5 drawers of steel transfer cases. R. 1-A (Bldg. A). (257)

75. MISCELLANEOUS FILE, Feb. 1935 to date. Disbursements and collections of agent cashier. Records dated prior to February 1935 have been sent to the Veterans' Administration in Washington. Filed alphabetically. (Daily, official.) 8 x 10 folders, 1 ft. 9 in., in 2 drawers of steel filing case. R. 3 (Bldg. A). (272)

76. VOUCHER REGISTER, May 15, 1935 to date. Date of receipt, nature of voucher, form and name of consignor. Files dated prior to May 1935 have been destroyed, by permission from Washington. Filed numerically. (Daily, official.) 8 x 10 vols., 2 in., on desk. R. 5 (Bldg. A). (286)

77. CONTROL ACCOUNTS OF APPROPRIATION, July 1935 to date. Expenditures of the Treasury Department. Filed chronologically. (Daily, official.) 10 x 15 loose-leaf books, 5 in., in drawer of steel filing case. R. 2 (Bldg. A). (270)

Office of the Manager

78. ACTIVE AND INACTIVE PERSONNEL SERVICE RECORDS, 1919 to date. Various changes of personnel and employment, condensed personnel histories of employees. Inactive records are of persons no longer employed at this reservation. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 2 ft. 2 in., in 3 drawers of wooden card cabinet. R. 4 (Bldg. A). (275)

79. CHART OF ORGANIZATION, 1919 to date. Authorized position, salary, classification, designation, and grade of all employees. Filed alphabetically. (Older records, rarely; current records, daily, official.) 4 x 6 charts, 6 in., in drawer of wooden card cabinet. R. 4 (Bldg. A). (273)

80. HOUSEKEEPING QUARTERS, 1919 to date. Name of resident and housekeeping quarters to which assigned. Filed numerically. (Older records, rarely; current records, daily, official.) 4 x 6 cards, 5 in., in drawer of wooden card cabinet. R. 4 (Bldg. A). (278)

81. ADMISSION AND DISCHARGE REPORTS, 1920 - 1931. Number of admissions and discharges from hospital. Filed numerically. (Rarely, official.) 9 x 11½ envelopes, 3 in., on open wooden shelf. Storeroom, basement (Bldg. B). (314)

82. PERSONNEL MEDICAL RECORDS, INACTIVE, 1920 - 1933. Correspondence and records of personnel of the hospital. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 1-A (Bldg. A). (258)
83. ACTIVE ADMISSION CARDS, 1921 to date. Showing patient's name, rank, and service organization; name of hospital, present address of nearest relative, dates of enlistment and discharge from military service. Filed numerically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 11 in., in drawer of wooden card cabinet. R. 6 (Bldg. A). (309)
84. ATTENDANCE RECORD FILE, 1921 to date. Record of attendance; name, age, and amount of salary of attendant; also service and marital status. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 5 in., in drawer of wooden card cabinet. R. 1 (Bldg. B). (374)
85. DISCHARGE CARDS, INACTIVE, 1921 to date. Admissions to hospital, showing each patient's name, claim and register numbers, age, birthplace, rank, service organization, name of hospital, present address of nearest relative, and dates of enlistment and discharge from military service. Cards filed alphabetically are obsolete, being replaced by cards filed numerically. (Occasionally, official.) 5 x 8 cards, 10 ft., in 10 drawers of wooden card cabinets. R. 6 (Bldg. A). (308)
86. EXPOSED X-RAY FILMS, 1921 to date. X-ray films with description of patient, name, and register number. Filed alphabetically and numerically. 3 x 5 alphabetical card index, 6 ft. (Older records, rarely; current records, daily, official.) 16 $\frac{1}{2}$  x 18  $\frac{3}{4}$  envelopes and 8 x 10, 10 x 12, and 14 x 17 films, 38 ft. 3 in., on 10 steel shelves and in 12 wooden boxes. 2d floor and R. 1-A (Bldg. A). (259, 382)
87. GEOGRAPHICAL FILE, 1921 to date. Patient's name, number, present street address, city, and state. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 ft. 8 in., in 2 drawers of wooden card cabinet. R. 6 (Bldg. A). (306)
88. GUARDIANSHIP CARDS, ACTIVE AND INACTIVE, 1921 to date. Records of patients, showing claims and register numbers, address of guardian, amount of compensation, and pension. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 3 ft. 7 in., in 4 drawers of wooden card cabinet. R. 6 (Bldg. A). (304)

89. HOSPITAL DISCHARGE AND ADMISSION CARDS, 1921 to date. Pertaining to authority issued by the regional office, for admission to hospital. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 7 ft. 6 in., in 6 drawers of wooden card cabinets. R. 6 (Bldg. A). (305)
90. OUTGOING ATTENDANCE, 1921 to date. Records of outgoing attendance; showing name of attendant, service, marital status, salary, and age. Filed alphabetically. (Rarely, official.) 3 x 5 cards, 1 ft., in drawer of wooden card cabinet. R. 1 (Bldg. B). (375)
91. CORRESPONDENCE, ACTIVE AND TEMPORARILY INACTIVE, 1922 to date. Correspondence relating to patients in the hospital. Every six months papers pertaining to these cases are placed in the temporarily inactive file. Filed numerically. 3 x 5 alphabetical and 5 x 8 numerical card indexes. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 8 ft., in 40 drawers of steel and wooden filing cases. R. 1 (Bldg. A). (261)
92. PATIENTS' ACTIVE FILE, 1922 to date. Names of patient and guardian, ward number, date of discharge, register number, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 ft. 6 in., in wooden box. 1st floor lobby (Bldg. B). (341)
93. EMPLOYEES' REGISTER, Apr. 6, 1923 - 1933. Record of times employee reported for work and was relieved. This form of register has been discontinued. Filed chronologically. (Occasionally, official.) 5 x 8 and 10 $\frac{1}{2}$  x 16 vols., 7 in., on open wooden shelf. Storeroom, basement (Bldg. B). (321)
94. PERSONNEL JOURNAL, Jan. 1926 to date. Name, dates of application and appointment, position, salary, civil service authority, legal residence, and appropriations from which the individuals are paid. Files dated prior to 1926 have been destroyed, by permission from Washington. Filed chronologically. (Older records, rarely; current records, daily, official.) 13 x 19 sheets, 3 in., in case. R. 4 (Bldg. A). (277)
95. GENERAL CORRESPONDENCE, 1928 to date. General correspondence from the administrative section; similar records dated prior to 1928 have been destroyed, by permission from Washington. Filed alphabetically. (Older records, occasionally; current records, daily, official.) 9 x 12 folders, 20 ft., in 8 drawers of steel and 2 drawers of wooden filing cases. Rs. 1, 1-A (Bldg. A). (241, 262)

96. INACTIVE PERSONNEL RECORDS, 1928 to date. Reports on time sheets and allotments; time sheets show amount of sick leave, absence without leave, annual sick leave, and statistical reports. Reports dated prior to 1928 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 8 x 10 $\frac{1}{2}$  folders, 20 ft., in 10 drawers of steel transfer cases. R. 1-A (Bldg. A). (253)

See Entry No. 149.

97. PERSONNEL FOLDERS, 1928 to date. Name and personal history of all employees, both active and inactive. Files dated prior to 1928 stored at the supply depot. Filed alphabetically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  folders, 46 ft., in 23 drawers of wooden filing cases. R. 4 (Bldg. A). (279)

See Entry No. 333.

98. MANAGER'S OFFICIAL FILE, 1929 to date. Miscellaneous correspondence on schedules of collections; also record of patients' funds and field service receipts. Filed alphabetically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  folders, 7 ft. 9 in., in 4 drawers of steel filing case. R. 7 (Bldg. A). (310)

99. PACKAGES AND REGISTERED MAIL, 1929 - 1931. Records pertaining to packages or other types of mail; name of receiver and signature of addressee. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  vols., 2 in., on open wooden shelf. Storeroom, basement (Bldg. B). (323)

100. VISITORS' REGISTER, Apr. 1929 - Dec. 1932. Names and addresses of visitors. Filed chronologically. (Occasionally, official.) 10 $\frac{1}{2}$  x 16 vols., 3 in., on open wooden shelf. Storeroom, basement (Bldg. B). (322)

See Entry No. 108.

101. PATIENTS' ADMISSION BOOKS, 1930 - 1931. Patient's name, classification, sex, religion, date of birth, source of admission, authority, date admitted, diagnosis, and name of hospital. Records dated prior to 1930 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 9 x 14 vols., 6 in., on open wooden shelf. Poor. Storeroom, basement (Bldg. B). (319)

See Entry No. 137.

102. PATIENTS' TRIAL VISITS, 1930 - 1932. Patient's name, date of discharge, and disposition of case. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  vols., 1 in., on open wooden shelf. Storeroom, basement (Bldg. B). (324)

103. TELEGRAMS SENT IN AND OUT OF HOSPITAL, 1931 - 1934. Telegrams of official business. Telegrams dated prior to 1931 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 6 x 9 bundle, 1 in., on open wooden shelf. Storeroom, basement (Bldg. B). (332)

104. UNKNOWN CLAIMANTS, 1931. Correspondence pertaining to unknown patients at this hospital. Correspondence dated prior to 1931 has been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 8½ x 11 bundle, 1/8 in., on open wooden shelf. Storeroom, basement (Bldg. B). (328)

105. TIME AND LABOR DISTRIBUTION REPORTS, July 1934 - Apr. 1936. Employee's name, hours worked, amount of pay per hour, time lost or leave for sickness, etc. Filed chronologically. (Occasionally, official.) 8 x 10 sheets, 2 ft., in drawer of steel transfer case. R. 1-A (Bldg. A). (252)

106. CURRENT ATTENDANCE, 1935 to date. Records of attendance, sick and annual leave, etc. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 in., in 2 drawers of wooden card cabinet. R. 1 (Bldg. B). (373)

107. ANNUAL SICK LEAVE RECORDS, Jan. 1, 1936 to date. Record of sick and annual leave approved for each employee. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of wooden card cabinet. R. 4 (Bldg. A). (274)

Medical Division  
Attendant Unit

108. VISITORS' REGISTER RECORDS, 1935 to date. Names of visitors, address, date, and relationship to patients. Visitors' register of 1935 was kept in a volume; in 1936 it was changed to a folder. Filed alphabetically. (Daily, official.) 7½ x 9 and 8 x 10 vol. and folder, 1 in., in desk drawer. 1st floor lobby (Bldg. B). (340)  
See Entry No. 100.

Office of the Chief Nurse

109. NURSES' REPORTS OF DUTY, Feb. 1921 to date. Name of nurse, nearest relative, current appointment, date of birth, personal history, and time of absence. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 6 in., in drawer of wooden card cabinet. 1st floor (Bldg. B). (346)

110. ATTENDANCE OF LECTURES BY NURSES AND ATTENDANTS, 1926 to date. Records pertaining to attendance at lectures by

nurses and attendants. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  vols., 2 in., in desk drawer. 1st floor (Bldg. B). (350)

111. ASSIGNMENT OF DUTY CARDS, 1927 to date. Nurse's name, assignment of duty, time on duty, and time relieved. Filed numerically. (Occasionally, official.) 3 x 5 cards, 1 in., in drawer of wooden card cabinet. 1st floor (Bldg. B). (344)

112. MISCELLANEOUS FILE, 1929 to date. Correspondence, memoranda, circular letters, and reports. Filed chronologically. (Occasionally, official.) 9 x 12 folder, 1 in., in desk drawer. 1st floor (Bldg. B). (351)

113. REFERENCE FILE, 1929 to date. Attendant's name, leave granted and date, name and number of leaves, etc. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 6 in., in 2 drawers of wooden card cabinet. 1st floor (Bldg. B). (345)

114. ASSIGNMENT AND OFF-DUTY RECORDS OF ATTENDANTS, Oct. 1929 to date. Records of attendants' assignments, showing time off duty. Filed chronologically. (Older records, rarely; current records, daily, official.) 9 x 14 $\frac{1}{2}$  and 10 $\frac{1}{2}$  x 16 vols., 4 in., in drawer of steel filing case. 1st floor (Bldg. B). (353)

115. NURSES' ASSIGNMENT RECORD, Oct. 1929 to date. Name, assignment, and date. Filed chronologically. (Older records, rarely; current records, daily, official.) 10 $\frac{1}{2}$  x 16 vols., 3 in., on desk. 1st floor (Bldg. B). (354)

116. NURSES' OFF-DUTY RECORD, Oct. 1929 to date. Name and time off duty. Filed chronologically. (Older records, rarely; current records, daily, official.) 10 $\frac{1}{2}$  x 16 vols., 2 in., on steel cabinet. 1st floor (Bldg. B). (356)

117. NARCOTICS ORDER BOOK, Feb. 1930 to date. Records pertaining to the use of narcotics. Filed chronologically. (Older records, rarely; current records, daily, official.) 5 x 8 vols., 2 in., in desk drawer. 1st floor (Bldg. B). (349)

118. MEDICAL RECORD, July 1932 to date. Number of patients on trial visits, discharged, absent without leave, etc. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vols., 2 in., in desk drawer. 1st floor (Bldg. B). (348)

119. LAUNDRY REPORTS, Dec. 1934 to date. Reports on laundry for the hospital and nurses' quarters. Filed chronologically. (Daily, official.)  $8\frac{1}{2}$  x 12 folders, 1 in., in desk drawer. 1st floor (Bldg. B). (343)

120. CHECK REPORTS, Apr. 1935 to date. Records of silverware; amount on hand before and after meals. Filed chronologically. (Daily, official.) 5 x 8 vols., 2 in., in desk drawer. 1st floor (Bldg. B). (357)

121. NARCOTIC RECORDS, Jan. 1936 to date. Records of narcotics on hand from previous month, date and amount dispensed, name of patient, and dispensing nurse. Filed chronologically. (Occasionally, official.) 9 x 12 folder,  $\frac{1}{2}$  in., in desk drawer. 1st floor (Bldg. B). (352)

122. ANNUAL LEAVE RECORD, Jan. 1, 1936 to date. Nurse's name, time on leave, etc. Filed chronologically. (Frequently, official.) 9 x 12 sheets,  $\frac{1}{2}$  in., in desk drawer. 1st floor (Bldg. B). (355)

123. DAY AND NIGHT REPORTS OF THE CHIEF NURSE, Jan. 14, 1936 to date. Consolidated reports showing ward number, capacity, census, beds available, trial visits, leaves of absence, absence without leave, etc. Filed chronologically. (Daily, official.) 8 x  $10\frac{1}{2}$  vols., 3 in., in desk drawer. Chief Nurse, 1st floor (Bldg. B). (347)

124. INVENTORY FILE, Apr. 31, 1936 to date. Inventories of merchandise; previous inventory records were destroyed when these replaced them. Filed alphabetically. (Occasionally, official.) 9 x 12 folder, 1 in., in desk drawer. 1st floor (Bldg. B). (342)

#### Office of the Clinical Director

125. CLINICAL RECORDS, INACTIVE, Oct. 1920 to date. Correspondence and medical reports concerning discharged patients. Filed numerically. (Rarely, official.) 8 x  $10\frac{1}{2}$  folders, 338 ft., on 99 open wooden shelves. Storeroom, basement (Bldg. B). (312)

See Entry No. 169.

126. CROSS-INDEX FILES, ACTIVE AND INACTIVE, 1921 to date. Diagnoses of patients, showing name, claim, and register number. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 4 ft. 10 in., in 5 drawers of wooden card cabinets. R. 6 (Bldg. A). (302)

127. DEATH FILES, INACTIVE, 1921 to date. Name, age, register and claim number of deceased; dates of admission and death, cause of death, disposition of body, and whether or not autopsy was made. Filed alphabetically. (Rarely, official.) 3 x 5 cards, 4 $\frac{1}{2}$  in., in drawer of wooden card cabinet. R. 6 (Bldg. A). (303)

128. SPINAL PUNCTURE AND MALARIAL FILE, ACTIVE AND INACTIVE, 1921 to date. Patient's name, claim and register numbers, date of admission, diagnosis, authority for spinal puncture and malarial treatment. Inactive cards show discharge date. Filed alphabetically. (Weekly, official.) 3 x 5 cards, 7 in., in drawer of wooden card cabinet. R. 6 (Bldg. A). (307)

129. CLINICAL RECORDS, ACTIVE AND TEMPORARILY INACTIVE, 1922 to date. Patient's date of admittance, diagnosis of case, name, address, and ward. Every six months papers pertaining to these cases are put in the temporarily inactive file. Filed numerically. 3 x 5 alphabetical and 5 x 8 numerical card indexes. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 80 ft., in 40 drawers of steel filing cases. R. 1 (Bldg. A). (260)

130. PATIENTS' DISCHARGE FILES, 1927 to date. Records pertaining to patient's discharge or death; showing name, register and ward register numbers, guardian's name, address, etc. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 4 ft., in 4 drawers of wooden card cabinet. 1st floor lobby (Bldg. B). (339)

131. DIAGNOSIS OF THE EYES, 1930 to date. Patient's name, register number, ward, diagnosis, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 ft., in drawer of wooden card cabinet. 1st floor lobby (Bldg. B). (337)

132. ENTRY CARD OF PATIENT, 1930 to date. Record of patient's vision; shows diagnosis, patient's name, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 4 ft., in 5 drawers of wooden card cabinets. Office of the Eye, Ear, and Throat Clinic (Bldg. B). (364)

133. DAILY AND MONTHLY CENSUS REPORTS, 1931 - 1934. Duplicate reports relating to the total number of beds in the hospital available, reserved, occupied, or applied for; also number of patients out on trial visits, number of patients treated during month, etc. Records dated prior to 1931 have



been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 6 x 10 bundles, 5 in., on open wooden shelf. Storeroom, basement (Bldg. B). (317)

134. DAILY HOSPITAL REPORTS, 1931 - 1934. Records concerning different officers, admissions, discharges, deaths, number of beds, patients en route, beds occupied and available, etc. Original records dated prior to 1931 were sent to Baltimore Regional Office, located at Fort McHenry. Duplicate records dated prior to 1931 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 9 x 12 bundles, 2 in., on open wooden shelf. Storeroom, basement (Bldg. B). (331)

See Entry No. 43.

135. DAILY REPORTS TO CHIEF NURSE, 1931 - 1934. Daily reports from the record office to the Chief Nurse, showing number of patients discharged, under observation, etc., with signature of the Clinical Director. Reports dated prior to 1931 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.)  $5\frac{1}{2}$  x 9 bundles, 7 in., on open wooden shelf. Storeroom, basement (Bldg. B). (333)

136. DAY AND NIGHT ROOM REPORTS, 1931 to date. Names of persons in wards, doctors' and nurses' reports of incidents happening while on duty; also time reported for duty and time relieved. Records dated prior to 1931 have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 8 x 10 vols., 25 ft., on 4 open wooden shelves. Storeroom, basement (Bldg. B). (320)

137. MEDICAL PATIENTS, 1931 - 1934. Patient's name, register number, classification, diagnosis, etc. This is a continuation of file in storeroom 1-A of Administration Building. Filed numerically. (Rarely, official.)  $8\frac{1}{2}$  x 11 bundles, 5 in., on open wooden shelf. Storeroom, basement (Bldg. B). (330)

Cf. Entry No. 101.

138. MISCELLANEOUS CORRESPONDENCE, 1931. Correspondence relating to the patients. Correspondence dated prior to 1931 has been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 8 x  $11\frac{1}{2}$  bundles, 6 in., on open wooden shelf. Storeroom, basement (Bldg. B). (329)

139. SEMIANNUAL REPORTS, 1931 - 1934. Patient's name, register number, classification, and diagnosis. These reports were discontinued in 1934. Reports dated prior to 1931 have been destroyed, by permission from Washington. Filed chrono-

logically. (Rarely, official.)  $8\frac{1}{2}$  x 11 bundles, 2 in., on open wooden shelf. Storeroom, basement (Bldg. B). (316)

140. WEEKLY HOSPITAL DOMICILIARY CENSUS REPORTS, 1933. Number of patients, service and non-service connected, number of beds available for different classified diseases, etc., with manager's signature. Records dated prior to 1933 have been destroyed, by permission from Washington. Filed chronologically. (Rarely, official.) 6 x 9 envelopes,  $\frac{1}{2}$  in., on open wooden shelf. Storeroom, basement (Bldg. B). (315)

141. OFFICERS OF THE DAY BOOKS, Apr. 1933 - July 1934. Names of officers, times reported and relieved, and any happenings while on duty. Records dated prior to April 1933 have been destroyed, by permission from Washington. (Rarely, official.) 8 x  $10\frac{1}{2}$  vols., 2 in., on open wooden shelf. Storeroom, basement (Bldg. B). (318)

142. CHANGES OF ADDRESS, 1935 to date. Patients' and relatives' names and addresses, name of Clinical Director, etc. Filed chronologically. (Daily, official.)  $3\frac{1}{2}$  x 8 cards, 2 in., on filing cabinet. 1st floor lobby (Bldg. B). (338)

143. DAY AND NIGHT REPORTS OF CHIEF NURSE, Apr. 1935 - Apr. 1936. Daily records pertaining to wards. Filed chronologically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  vols., 8 in., on open wooden shelf. Storeroom, basement (Bldg. B). (313)

#### Dental Clinic

144. COPIES OF DENTAL CLINIC RECORDS, 1922 to date. Complete dental history of patient, from date of admission to hospital to present. Filed alphabetically. (Older records, rarely; current records, daily, official.) 8 x 10 sheets, 1 ft. 6 in., in drawer of steel filing case. 1st floor, Dental Clinic (Bldg. B). (365)

145. GENERAL FILE, 1930 to date. Memoranda pertaining to ward surgeons, personnel authority for emergency treatment; also purchase order requests, work reports, requisitions, etc. All purchase orders are duplicates. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. 1st floor, Dental Clinic (Bldg. B). (369)

146. DENTAL APPOINTMENT BOOKS, Jan. 1933 to date. Dental treatments of patients; contains name, registration number, class, service or non-service connected, ward, etc. Filed chronologically. (Older records, rarely; current records,

daily, official.) 6 x 10 $\frac{1}{2}$  vols., 8 in., on top of desk. 1st floor, Dental Clinic (Bldg. B). (368)

147. GOLD ISSUE CARDS, Jan. 1936 to date. Records of issue of gold for dental purposes; contains name and register number of patient, amount of gold used in dental construction, etc. Filed chronologically. (Daily, official.) 5 x 8 cards, 2 in., in drawer of steel filing case. 1st floor, Dental Clinic (Bldg. B). (367)

148. DENTAL PATIENTS, ACTIVE, Jan. 1936 to date. Complete history of patient's dental treatment; name, register number, etc. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  sheets, 1 ft. 6 in., in drawer of steel filing case. 1st floor, Dental Clinic (Bldg. B). (371)

#### Dietetic Unit

149. DAILY TIME RECORD, Jan. 1930 to date. Pertaining to employees' time; number of days worked each week; also two-week time record which is sent to the Disbursing Office. Files dated prior to 1930 have been sent to Administration storeroom. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 14 vol., 2 in., in desk drawer. 1st floor (Bldg. H). (392)

See Entry No. 96.

150. GENERAL FILE, Jan. 1, 1935 to date. Repair and drug order memoranda, receipts of equipment, report orders, dietitian reports, records of cost accounts, records of disbursements, etc. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of wooden filing case. 1st floor (Bldg. H). (391)

151. RECEIPT FOR THE ANNUAL LEAVE CARDS OF EMPLOYEES, Jan. 1936 to date. Employee's name, date of going on leave, date of return, and signature of timekeeper. Filed chronologically. (Occasionally, official.) 2 x 6 cards, 6 in., in drawer of wooden card cabinet. Office of Chief Dietitian (Bldg. H). (394)

152. RECORDS OF SUBSISTENCE SUPPLIES, June 1-15, 1936. Subsistence supplies (perishable), obtained under unposted vouchers. Every two weeks those records are sent to the central office, Washington. Filed chronologically. (Daily, official.) 8 $\frac{1}{2}$  x 12 sheets,  $\frac{1}{4}$  in., on desk. Office of Chief Dietitian (Bldg. H). (393)

## Library

153. INDEX AND CATALOG CARDS OF LIBRARY AND MEDICAL LIBRARY, 1922 to date. Cards of books received in the library, showing author and title of books. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 10 ft.  $10\frac{1}{2}$  in., in 26 drawers of wooden card cabinets. Office 2 (Bldg. F). (385)

154. LIBRARY AND MEDICAL LIBRARY FILE, 1922 to date. Records and correspondence of the library and medical library. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 5 ft., in 5 drawers of wooden filing cases. Office 1 (Bldg. F). (384)

## Occupational Therapy Unit

155. MISCELLANEOUS FILE, 1922 to date. Miscellaneous correspondence, memoranda, requisitions, and records. Filed alphabetically. (Older records, rarely; current records, daily, official.) 8 x  $10\frac{1}{2}$  folders, 1 ft., in drawer of wooden filing case. R. 1 (Bldg. J). (425)

156. MISCELLANEOUS TEMPORARY DEAD FILE, 1932 - 1934. Miscellaneous correspondence, memoranda, requisitions, records, and monthly reports. Files dated prior to 1932 have been destroyed, by permission from Washington. Filed alphabetically. (Rarely, official.) 8 x  $10\frac{1}{2}$  folders, 2 ft., in drawer of wooden filing case. R. 1 (Bldg. J). (424)

157. OCCUPATIONAL THERAPY RECORDS, 1932. Patient's name, detail to which patient was assigned, etc. Filed chronologically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  vols., 1 in., on open wooden shelf. Storeroom, basement (Bldg. B). (325)

158. MONTHLY REPORTS OF OCCUPATIONAL THERAPY, 1933 to date. Reports on the work; contains patient's name, hours of attendance, and name of aide in charge of work detail. Reports dated prior to 1933 are located in the temporary dead file in this office. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x  $10\frac{1}{2}$  folders, 1 ft. 2 in., in drawer of wooden filing case. R. 1 (Bldg. J). (422)

See Entry No. 156.

159. UNASSIGNED AND DISCHARGED PATIENTS' CARDS, 1934 to date. Records of admission and discharge. Filed alphabetically. (Occasionally, official.) 3 x 5 cards, 4 in., in drawer of wooden card cabinet. R. 1 (Bldg. J). (426)

160. PATIENTS' CARDS - OCCUPATIONAL THERAPY SHOP, 1934 to date. Records pertaining to Therapy detail; give name of patient, and ward. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 ft. 3 in., in drawer of wooden card cabinet. R. 1 (Bldg. J). (427)

161. COPIES OF CURRENT RECORD SLIPS, 1936. Copies of purchase orders, daily census sheets, work orders, issue slips of expendable property, and leaves of absence granted. Filed chronologically. (Daily, official.)  $8\frac{1}{2}$  x  $10\frac{1}{2}$ , 6 x 8, and 2 x 5 sheets and slips, 1 in., on wall file. R. 1 (Bldg. J). (423)

#### Pathological Unit

162. CORRESPONDENCE AND MONTHLY REPORTS, 1919 to date. Outgoing annual reports, alcohol reports; also milk property tests, sanitary inspection records, and surgical and water reports. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders,  $8\frac{1}{2}$  in., in drawer of steel filing case. 2d floor, Pathology Room (Bldg. B). (377)

163. DEATH FILE, 1919 to date. Name of deceased, age, register number, date and cause of death, and name and address of nearest relative. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 5 in., in drawer of steel filing case. 2d floor, Pathology Room (Bldg. B). (376)

164. LABORATORY FINDING REPORT, ACTIVE, 1919 to date. Analyses showing records of blood examinations, spinal fluid, feces, gastric and duodenal contents, sputum, bacteriological examinations, water analysis, examination of foods, animal inoculations, pathological and miscellaneous examinations. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 1 ft. 10 in., in 2 drawers of steel filing case. 2d floor, Pathology Room (Bldg. B). (366)

165. LABORATORY FINDING REPORT, INACTIVE, 1919 to date. Analyses; records of blood examinations, spinal fluids, feces, gastric and duodenal contents, sputum, bacteriological examination, water analysis, examination of foods, animal inoculations, pathological examinations, and discharge. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 4 ft. 6 in., in 5 drawers of steel filing cases. 2d floor, Pathology Room (Bldg. B). (372)

166. OUTPATIENTS AND PERSONNEL FILE, 1919 to date. Reports of analyses, blood examinations, spinal fluids, feces, gastric

and duodenal contents, sputum, bacteriological examinations, water analysis, examination of food, animal inoculations, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 3 ft., in 4 drawers of steel card cabinet. 2d floor, Pathology Room (Bldg. B). (370)

#### Physiotherapy Unit

167. TIME BOOK, 1932 to date. Name of employee, times reported and relieved from duty, hours of leave, etc. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  vol., on desk. Basement office (Bldg. B). (336)

168. ACTIVE PATIENTS' CARD FILE, 1933 to date. Physiotherapy treatment and diagnosis; records show date of treatment, patient's name, register number, location, etc. Filed numerically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 4 in., in pasteboard box. Basement office (Bldg. B). (335)

169. PHYSIOTHERAPY CLINICAL RECORD, Apr. 1, 1936 to date. Record noting condition of patient, character of treatment prescribed, and diagnosis; also shows name and ward number. After the patient is discharged from Clinic this report is sent to the clinical record room in the Administration Building. Filed alphabetically. (Daily, official.) 8 x 11 sheets, 4 in., in drawer of steel filing case. Basement (Bldg. B). (334)  
See Entry No. 125.

#### Recreation Unit

170. MISCELLANEOUS FILES, 1929 to date. General correspondence pertaining to physical education, occupational therapy reports, and records of patient's physical improvement. Files dated prior to 1929 have been destroyed, by permission from Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 1, 1st floor (Bldg. L). (399)

171. GENERAL FILE, 1933 to date. Correspondence pertaining to monthly reports and entertainments; also contains general correspondence of legion organizations and memoranda on talking machines. Files dated prior to 1933 have been destroyed, by permission from Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 vols., 2 ft. in drawer of wooden filing case. R. 2, 1st floor (Bldg. L). (400)

## Social Service Unit

172. PSYCHIATRIC SOCIAL SERVICE, 1920 to date. Correspondence and information pertaining to family, military service, Government benefits, and medical and social service histories. Filed alphabetically. 3 x 5 alphabetical card index, 7 ft. (Older records, rarely; current records, daily, official.) 8 x 12 folders, 18 ft. 6 in., in 9 drawers of wooden filing cases. 1st floor (Bldg. B). (380)

173. INDIVIDUAL FILE, 1926 to date. Social services rendered to different individuals; show patient's name, Veterans' Bureau identification number, date of admission, date and type of social service rendered, and date of discharge. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 ft., in drawer of wooden card cabinet. 1st floor (Bldg. B). (379)

## Surgical Unit

174. ANTI-LEUTIC TREATMENT CARDS, ACTIVE AND INACTIVE, 1925 to date. Names of patients, treatments, improvements, etc. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 6 in., in 2 drawers of wooden card cabinet. 1st floor (Bldg. B). (361)

175. VISITING SURGEONS' RECORDS, Jan. 1928 to date. Names of patients, examination, recommendation and type of operation, visiting surgeon's name, etc. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  vol., 1 in., in desk drawer. 1st floor (Bldg. B). (358)

176. SPINAL PUNCTURES, Jan. 1929 to date. Names of patient and doctor, diagnosis, ward, etc. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  vol., 1 in., in desk drawer. 1st floor (Bldg. B). (363)

177. ALCOHOLIC REPORTS, Nov. 1930 to date. Reports of the use of alcohol, etc. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folder,  $\frac{1}{2}$  in., in desk drawer. 1st floor (Bldg. B). (359)

178. ANTI-LEUTIC RECORDS, 1933 to date. Reports of pre-hospital and malarial inoculations, and Anti-Leutic treatments. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  sheets, 5 in., in desk drawer. 1st floor (Bldg. B). (362)

179. RECORD BOOK, MINOR INJURIES, Oct. 1933 to date. Records pertaining to minor injuries; names of doctor and patient, etc. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vol., 1 in., on desk. 1st floor (Bldg. B). (360)

X-ray Unit

180. X-RAY FINDINGS, 1922 to date. Patient's name, serial, hospital and compensation numbers, X-ray findings, etc. Filed alphabetically. 3 x 5 alphabetical card index, 6 ft. (Older records, rarely; current records, daily, official.) 8 x 12 folders, 8 ft., in 4 drawers of steel filing case. 2d Floor (Bldg. B). (381)

181. PATHOLOGICAL FILE, 1925 to date. Patient's name, register, X-ray number, and findings. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 ft. 6 in., in 2 drawers of wooden card cabinet. 2d floor (Bldg. B). (378)

182. DECEASED FILE, X-RAY DEPARTMENT, 1930 to date. Record of deceased patients; name and date of death, etc. Filed alphabetically. (Rarely, official.) 3 x 5 cards, 1 in., in drawer of wooden card cabinet. 2d floor (Bldg. B). (383)

183. X-RAY FILMS, n. d. Negatives of both in-patients and out-patients. 8 x 10, 10 x 12, and 14 x 17 negatives, 20 ft., in envelopes. 2d floor (Bldg. B). (1)

Supply Division  
Subsistence Unit

184. PERSONAL PROPERTY RECORD, 1921 to date. Records and receipts pertaining to patients' valuables and to miscellaneous personal property. Filed alphabetically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 1 ft., in drawer of wooden filing case. General storeroom, basement (Bldg. B). (311)

185. CORPORATION BIDDERS' CERTIFICATES, 1924 to date. Name of firm, location, and bid; signed by persons authorized to accept same. Filed alphabetically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 8 in., in drawer of wooden filing case. R. 5 (Bldg. A). (293)

186. CLOTHING BOOKS, 1927 - 1936. Clothing issued, giving patient's name, date, kind of clothing, etc. Filed chronologically. (Occasionally, official.) 10 $\frac{1}{2}$  x 16 vols., 2 ft. 2 in., on open wooden shelf. Storeroom, basement (Bldg. B). (326)

187. PROPERTY RECORD CARDS, May 1, 1930 to date. Receipts for the issue of property and supplies. Files dated prior to 1930 have been destroyed, by permission from Washington. Filed numerically. (Older records, rarely; current records, daily,



official.) 5 x 8 cards, 3 ft. 2 in., in 2 drawers of wooden card cabinet. R. 5 (Bldg. A). (284)

188. PUBLIC VOUCHERS FOR PURCHASES OTHER THAN PERSONAL, July 1930 to date. Purchase vouchers, showing name of firm, item purchased and for what department, name of payee, certifying and approving officer, patient's name, etc. Vouchers are made in triplicate, one white and two yellow copies. The white one is sent to Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.)  $8\frac{1}{2}$  x  $10\frac{1}{2}$  folders, 40 ft. 6 in., in 3 drawers of steel transfer case, 9 wooden boxes, and 3 drawers of steel filing case. Rs. 2, 1-A (Bldg. A). (239, 245, 271)

189. REQUISITIONS, 1931 to date. Requisitions for supplies for hospitals. Records dated prior to 1931 have been destroyed, by permission from Washington. Filed numerically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  and 9 x 12 folders, 7 ft., in 3 drawers of steel transfer case and in 2 drawers of wooden filing case. Rs. 1-A, 5 (Bldg. A). (249, 289)

190. MAILING LISTS, July 1931 to date. Names of firms dealing in various supplies used by the hospital. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 sheets, 3 in., in drawer of wooden card cabinet. R. 5 (Bldg. A). (301)

191. CLOTHING SLIPS, Aug. 1931 - June 1932. Patient's name and list of clothing transferred with patient from ward to ward. Filed chronologically. (Occasionally, official.) 9 x 12 envelopes, 1 in., on open wooden shelf. Storeroom, basement (Bldg. B). (327)

192. PURCHASE AND SUPPLY CARDS, 1932. Purchases made during month; also supplies on hand at beginning and ending of month. Records dated prior to 1932 have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 5 x 8 cards, 1 ft., in drawer of steel transfer case. R. 1-A (Bldg. A). (256)

193. MONTHLY REQUISITIONS FOR EXPENDABLE PROPERTIES, 1933 - 1936. Requisitions for expendable stock and supplies. Records dated prior to 1933 and deemed of no value have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  and 9 x 11 loose-leaf books and sheets, 12 ft., in 2 drawers of wooden filing case, and in 4 drawers of steel transfer case. Rs. 1-A, 5 (Bldg. A). (250, 281)

194. MISCELLANEOUS CORRESPONDENCE, July 1933 to date. Correspondence pertaining to all property on reservation. Correspondence dated prior to July 1933 has been destroyed, by permission from Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 6 ft., in 3 drawers of wooden filing case. R. 5 (Bldg. A). (285)
195. GENERAL EXPENDITURE LISTS, Nov. 1933 to date. Expenditure lists of properties for each month. Files dated prior to 1933 have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 9 x 11 loose-leaf books, 2 ft., in drawer of wooden filing case. R. 5 (Bldg. A). (280)
196. PROPERTY VOUCHERS, Nov. 1933 to date. Records of properties and supplies purchased by the Veterans' Administration Facility. Files dated prior to 1933 have been destroyed, by permission from Washington. Filed numerically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of wooden filing case. R. 5 (Bldg. A). (287)
197. CONTRACTS AND OPEN MARKET BIDS OF SUBSISTENCES, 1934 to date. Contracts and paid purchase orders for bids for subsistences on open market. Records dated prior to 1934 have been destroyed, by permission from Washington. Filed alphabetically and chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 11 ft. 6 in., in 4 drawers of steel transfer case and 2 drawers of wooden filing case. Rs. 1-A, 5 (Bldg. A). (254, 294)
198. CARDS ON CONTRACT ORDERS, July 1934 to date. Firm's name, address, quantity, contract number, price, and purchases. Filed chronologically. (Daily, official.) 5 x 8 cards, 2 ft., in 2 drawers of wooden card cabinet. R. 5 (Bldg. A). (296)
199. CONSOLIDATED MEMORANDUM RECEIPTS, 1935 to date. Memoranda receipts on non-expendable properties. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft. 10 in., in 2 drawers of wooden filing case. R. 5 (Bldg. A). (282)
200. CARD NUMBERS, Jan. 1935 to date. Property cards noting number, item, and class. Files dated prior to 1935 have been destroyed, by permission from Washington. (Daily, official.) 5 $\frac{1}{2}$  x 8 vols.,  $\frac{1}{2}$  in., on desk. R. 5 (Bldg. A). (283)

201. GENERAL FILE, Jan. 1935 to date. Memoranda and reports of requisitions, daily issues, etc. Files dated prior to 1935 have been destroyed, by permission from Washington. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of wooden filing case. Office (Bldg. H). (395)

202. CONTRACTS, July 1935 to date. For chemicals, forage, gasoline and oils, janitor and laundry supplies, oxygen and acetylene gases, etc.; also orders issued against firms, and related correspondence. Filed chronologically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 2 ft., 7 in., in 2 drawers of wooden filing case. R. 5 (Bldg. A). (300, 299)

203. FIRM'S FILE, July 1935 to date. Purchase orders of proposals; also correspondence. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 5 ft., in 3 drawers of wooden filing case. R. 5 (Bldg. A). (298)

204. GENERAL FILE, July 1935 to date. Correspondence from firms. Files dated prior to July 1935 have been destroyed, by permission from Washington. Filed alphabetically. (Daily, official.) 9 x 10 $\frac{1}{2}$  folders, 9 $\frac{1}{2}$  in., in drawer of wooden filing case. R. 5 (Bldg. A). (297)

205. MISCELLANEOUS ABSTRACTS, July 1935 to date. Miscellaneous abstracts and letters pertaining to authority for the purchase of materials. Filed numerically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 1 ft. 7 in., in drawer of wooden filing case. R. 5 (Bldg. A). (295)

206. MISCELLANEOUS CONTRACTS, July 1935 to date. Contracts for subsistence, office equipment, etc. Filed alphabetically. (Daily, official.) 8 x 12 folders, 1 ft. 10 in., in drawer of steel filing case. R. 2 (Bldg. A). (269)

207. MISCELLANEOUS FILES, July 1935 to date. Correspondence, inactive contracts, etc. Correspondence dated prior to July 1935 has been destroyed, by permission from Washington. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 1 ft. 10 in., in drawer of steel filing case. R. 2 (Bldg. A). (263)

208. REQUISITION REGISTER, July 1935 to date. Requisitions showing number, opening date, class, article, symbol, amount, and completion date. Records dated prior to July 1935 have been destroyed, by permission from Washington. (Daily, official.) 8 x 10 vol., 1 in., on desk. R. 5 (Bldg. A). (288)

209. SPECIAL CONSTRUCTION ALLOTMENTS, July 1935 to date. Proposals and orders, and correspondence relating to special construction work on the reservation. Filed numerically. (Daily, official.) 8 x 10 $\frac{1}{2}$  folders, 2 ft., in drawer of wooden filing case. R. 5 (Bldg. A). (290)

#### Transportation Unit

210. GASOLINE REPORTS, 1921 to date. Amount of gasoline and oil used each day, number of vehicle, name of attendant, etc. These reports are made in duplicate. Originals are sent to the Administration Building; copies are retained. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 sheets, 6 in., on wall file. R. 1 (Bldg. I). (407)

211. VEHICLE RECORD, 1928 to date. Mileage and repairs, casings and tubes issued, etc. Filed numerically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 1 ft., in desk drawer. R. 1 (Bldg. I). (406)

212. DAILY TRIP RECORDS, 1928 to date. Date, times at which vehicle leaves garage and returns, number of passengers, and mileage. Records dated prior to 1928 have been destroyed, by permission from Washington. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  sheets, 6 in., in desk drawer. R. 1 (Bldg. I). (408)

213. TIME RECORD OF REGULAR TRANSPORTATION EMPLOYEES, 1931 to date. Records of employees on annual or sick leave, and on duty. Filed chronologically. (Older records, rarely; current records, daily, official.) 9 x 12 vols. and folders, 5 in., in desk drawer. R. 1 (Bldg. I). (409)

214. TRANSPORTATION REQUESTS, 1932 to date. Transportation requests, requisitions, correspondence, and copies of reports on transportation. Originals are located in Washington. Records dated prior to 1932 have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folders, 4 ft. 6 in., in drawer of wooden filing case and in 2 drawers of steel transfer case. Rs. 5, 1-A (Bldg. A). (255, 291)

215. CONSOLIDATED MEMORANDA AND INVENTORY, July 1, 1933 to date. Inventory of all property in garage, including cars and trucks. Filed chronologically. (Quarterly, official) 9 x 12 folders, 2 in., in desk drawer. R. 1 (Bldg. I). (410)

216. WORK ORDERS, 1935 to date. Duplicate requisitions for work required, with time of completion and workman's name, and

approval of the Business Manager. Reports dated prior to 1935 have been destroyed, by permission of the Business Manager. Filed chronologically. (Daily, official.) 5 x 8 sheets, 6 in., on wall file. R. 1 (Bldg. I). (405)

Utility Division  
Electrical Unit

217. MISCELLANEOUS FILE, July 1935 to date. Reports and requisitions on all material ordered for this electrical division. These reports are copies; the originals are in the main office, Administration Bldg. Files dated prior to 1935 have been destroyed, by permission of head office. Filed alphabetically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  folder, 1 ft. 6 in., in 2 drawers of wooden filing case. R. 1 (Bldg. C). (412)  
See Entry No. 189.

218. ELECTRICIANS' REPAIR BOOK, Oct. 1935 to date. Lists of trouble calls received; type of trouble, location, etc; also approval after repair is completed. Volumes dated prior to 1935 have been destroyed; when a book is full it is destroyed and a new one started. (Daily, official.) 8 x 10 vol., 1 in., on top of desk. Office 1 (Bldg. C). (411)

Engineering Unit

219. INDEX TO BLUEPRINTS, 1916 - 1930. Index to blueprints made before 1930. After 1930 a different filing system was adopted. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 1 ft., in drawer of wooden card cabinet. Office of the Chief Engineer (Bldg. K). (421)

220. MEMORANDA OF REQUISITIONS, Sept. 1927 to date. Record of material bought, showing firm's name, order number, amount, cash discount, and total. Files dated prior to 1927 have been destroyed, by permission from Washington. (Occasionally, official.) 8 $\frac{1}{2}$  x 14 vol., 2 in., on filing case. Office of Chief Engineer (Bldg. K). (418)

221. GENERAL CORRESPONDENCE, 1931 to date. Pertaining to work under the Chief Engineer's department. Files dated prior to 1931 have been destroyed, by permission from Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 7 ft., in 2 drawers of steel filing case. Office of Chief Engineer (Bldg. K). (416)

222. RECORD OF MAINTENANCE AND REPAIRS SUBMITTED, 1931 to date. Record of repairs submitted, showing date and amount requested.

approved, or canceled. Filed chronologically. (Older records, rarely; current records, daily, official.)  $8\frac{1}{2}$  x 14 vol., 1 in., on filing case. Office of Chief Engineer (Bldg. K). (413)

223. CONTRACTS, Jan. 2, 1931 to date. Contracts for alterations and additions to buildings and grounds. Files dated prior to 1931 have been destroyed, by permission from Washington. Filed alphabetically. (Older records, rarely; current records, daily, official.) 9 x 12 folder, 2 ft., in drawer of wooden filing case. Office of Chief Engineer (Bldg. K). (415)

224. MAINTENANCE REQUESTS, July 1, 1931 to date. Current requests, purchase orders, and work orders if request was granted; also correspondence. Files dated prior to 1931 have been destroyed, by permission from Washington. Filed numerically. 3 x 5 alphabetical card index, 2 ft. 4 in. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 9 ft. 8 in., in 5 drawers of steel filing cases. Office of Chief Engineer (Bldg. K). (420)

225. DAILY TIME RECORD, Nov. 16, 1931 to date. Daily time records of temporary employees; man's name, hours worked, amount of allotment, amount paid, and amount against allotment. Files dated prior to November 1931 have been destroyed, by permission from Washington. Filed chronologically. (Older records, rarely; current records, daily, official.)  $8 \times 10\frac{1}{2}$  vol., 7 in., in drawer of wooden filing case. Office of Chief Engineer (Bldg. K). (419)

226. STATISTICAL RECORDS, 1933 to date. Statistical records from the powerhouse. Files dated prior to 1933 have been destroyed, by permission from Washington. Filed chronologically. (Occasionally, official.) 12 x 12 sheets, 8 ft., in 2 wooden boxes. Office of Chief Engineer (Bldg. K). (417)

227. DIARY OF VETERANS' ADMINISTRATION, July 3, 1934 - Oct. 24, 1934. Records showing daily happenings and condition of the weather. Records dated prior to July 1934 were destroyed, by permission from Washington. Filed chronologically. (Rarely, official.)  $8 \times 10\frac{1}{2}$  vols., 1 in., in drawer of wooden filing case. Office of Chief Engineer (Bldg. K). (414)

#### Filtration Unit

228. MONTHLY RECORD OF OPERATION OF MECHANICAL FILTER PLANT, 1918 to date. Records of filtering operation, showing units run, average time required, gallons of water filtered each day; maximum, minimum, and total gallons per month. Filed chronologically. (Occasionally, official.) 10 x 18 vols., 2 in., on desk. R. 1 (Bldg. D). (401)

229. LABORATORY EXAMINATION, Nov. 1918 to date. Pertaining to samples of water; shows source, date the examination was made, results of examination, and signature of doctor in charge of the laboratory. Filed chronologically. (Semiweekly, official.) 8 x 10 $\frac{1}{2}$  sheets, 3 in., on wall file. R. 1 (Bldg. D). (403)

230. EMPLOYEES' TIME RECORD BOOK, Oct. 1932 to date. Name of employee, times reported and relieved, and total hours worked. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vols., 2 in., on desk. R. 1 (Bldg. D). (404)

231. MISCELLANEOUS FILE, 1934 to date. Records noting amount of roof material, tubing, chlorine gas, and packing for pressure pumps used; also a few gage charts and miscellaneous papers. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in desk drawer. R. 1 (Bldg. D). (402)

#### Fire and Patrol Unit

232. GENERAL GUARD AND FIRE DEPARTMENT, 1933 to date. Activities of fire and guard department; also correspondence. Files dated prior to 1933 have been destroyed, by permission from Washington. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  folders, 8 in., in drawer of wooden filing case. Office 1 (Bldg. E). (397)

233. LOG BOOK, 1933 to date. Activities of the fire department. Records dated prior to 1933 have been destroyed, by permission from Washington. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vols., 8 in., in desk drawer. Office 1 (Bldg. E). (398)

234. TIME BOOKS, 1934 to date. Employees' time books, containing reports, memoranda on time relieved, etc. Records dated prior to 1934 have been destroyed, by permission from Washington. Filed chronologically. (Daily, official.) 5 x 8 vols., 6 in., in drawer of wooden filing case. Office 1 (Bldg. E). (396)

#### Maintenance Unit

235. STANDARD QUARTERS, 1926 to date. Assignments to standard quarters. Filed numerically. (Older records, rarely; current records, daily, official.) 4 x 6 cards, 4 in., in drawer of wooden card cabinet. R. 4 (Bldg. A). (276)

236. MAINTENANCE AND REPAIR REQUESTS, May 8, 1930 to date. Records of repairs on buildings and grounds of the reservation.

Records dated prior to 1930 have been destroyed, by permission from Washington. Filed numerically. (Older records, rarely; current records, daily, official.) 8 x 10 $\frac{1}{2}$  folders, 3 ft., in 3 drawers of wooden filing case. R. 5 (Bldg. A). (292)

237. PROPERTY RECORD CARDS, EXPENDABLE, 1931 to date. Amounts of material received and issued. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 2 ft., in 3 drawers of wooden card cabinet. Office 1 (Bldg. G). (389)

238. RECEIVING RECORD ON ALL GOVERNMENT BILLS OF LADING, Sept. 1932 to date. Record of packages, noting date of arrival, weight, bill of lading, etc. Records dated prior to 1932 have been destroyed, by permission granted by the Property Custodian. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vols., 1 in., in desk drawer. Office 1 (Bldg. G). (390)

239. COAL RECORD, Sept. 1933 to date. Date of arrival of coal, car and order numbers, weight at time of shipment, bill of lading, receiving number, shipping point, etc. Files dated prior to September 1933 have been destroyed, by permission of the Property Custodian. Filed chronologically. (Older records, rarely; current records, daily, official.) 8 x 10 vols., 1 in., on desk. Office 1 (Bldg. G). (387)

240. MAINTENANCE AND REPAIR REQUESTS AND REQUISITIONS FOR SUPPLIES, July 1934 to date. Reports and requisitions for material, showing amount and kind of material requested, use, estimated price, amount on hand, and requisition or request number. Filed numerically. (Daily, official.) 8 x 10 sheets, 6 in., on wall file. Office 1 (Bldg. G). (388)

241. MEMORANDUM RECEIPTS FOR BULK ISSUES, Jan. 1936. Receipts for expendable material not carried in storehouse, amount on hand at beginning of each month, amounts received and used, and balance on hand at end of month. Filed chronologically. (Daily, official.) 9 x 14 $\frac{1}{2}$  loose-leaf books, 3 ft., on desk. Office 1 (Bldg. G). (386)

#### SUPPLY DEPOT

- (A) Supply Depot, Building 13.
- (B) Supply Depot, Building 15.
- (C) Supply Depot, Building 8 B, Right Annex.



The Perry Point Supply Depot was organized in May 1922. Prior to this time it was a part of the Public Health Service. It serves the regional offices and facilities located in the Atlantic and Pacific coastal states and in the insular possessions. The depot at Chicago serves the central region. Supplies in stock at this depot exceeding the estimated needs of the Veterans' Administration are transferred to other governmental departments through the Procurement Division of the Treasury Department. A report on "useless papers" is sent to Washington periodically for recommendations as to their disposition in bulk.

Records of the Depot

242. MISCELLANEOUS PERSONAL RECORDS, 1919 to date. Annual and sick leave, salary, and service card records. Service records date as early as 1919; time leave records, 1930. Filed alphabetically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 1 ft. 1 in., in 2 drawers of wooden card cabinet. R. 1 (Bldg. B). (81)

243. STOCK CARDS, INACTIVE, 1923 - 1932. Record of stock received and issued at the supply depot. This department opened in 1923; there are no records dated prior to these. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 4 ft. 7 in., in 3 wooden boxes. 1st floor, SE. corner (Bldg. B). (51)

244. STOCK CARDS OF STORES RECEIVED AND ISSUED, 1923 to date. Stores received and issued. Filed alphabetically. (Older records, rarely; current records, daily, official.)  $9\frac{1}{2}$  x  $12\frac{1}{2}$  and 5 x 8 cards, 34 ft. 1 in., in 10 drawers of steel and 3 drawers of wooden filing cases, and in 8 wooden boxes. R. 1 (Bldg. B). (86)

245. STOCK RECORD CARDS, 1923 - 1932. Record of receipts by and issues from the supply depot. Filed numerically. (Rarely, official.)  $9\frac{1}{2}$  x 12 cards, 1 ft. 10 in., in wooden box. R. 1-A (Bldg. B). (61)

246. ARMY DRUGS, 1924 to date. Correspondence, bills of lading, and reports pertaining to Army drug tests. Reports show item tested and reports of test. Records dated prior to 1924 have been destroyed, by permission granted from Washington. Filed chronologically. (Occasionally, official.) 9 x 12 folders, 8 ft. 6 in., in 5 drawers of steel filing cases. R. 1 (Bldg. B). (74)

247. BUDGET ACCOUNTS AND LETTERS OF ALLOTMENT, 1925 - 1930. Accounts and allotments show money allotted and expended, and balances. Records dated prior to 1925 have been destroyed. Filed

chronologically. (Rarely, official.) 9 x 12 folders, 2 ft., in 2 pasteboard boxes. R. 1-A (Bldg. B). (72)

248. DEPOT COPIES OF COST ACCOUNT REPORTS, 1925 - 1930. Monthly operating expenses of the depot. Records dated prior to 1925 have been destroyed, by permission granted from Washington. Filed monthly. (Rarely, official.) 9 x 12 folders, and 4 bundles, 1 ft. 4 in., in wooden box. R. 1-A (Bldg. B). (60)

249. DEPOT REQUISITIONS FOR STOCK, 1925 - 1932. Showing requisitioner, use of supplies, item and amount requisitioned, amount on hand, and amount used in the preceding three months. Files dated prior to 1925 have been destroyed. Filed by fiscal years. (Rarely, official.) 9 x 12 folders, 6 ft. 3 in., in 3 wooden boxes. 1st floor (Bldg. B). (70)

250. GENERAL CORRESPONDENCE, 1925 to date. Receipts and shipments of supplies. Files dated prior to 1925 have been destroyed, by permission granted from Washington. Filed chronologically. Card index, 2 ft. (Occasionally, official.) 9 x 12 folders, 13 ft. 2 in., in 5 drawers of steel filing cases and in wooden box. R. 1, 1-A (Bldg. B). (57, 78)

251. PERSONNEL RECORDS, 1925 to date. Date of appointment, correspondence pertaining to employee, personal history, and date individual left employment of department. Filed alphabetically by name. (Occasionally, official.) 9 x 12 folders, 8 ft. 7 in., in 2 drawers of steel filing case and in 3 wooden boxes. R. 1-A (Bldg. B). (56)

252. RECORD OF PERSONAL EFFECTS, 1925 to date. Record of items stored at this depot by veterans who later died at Veterans' Administration hospitals. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 1 (Bldg. B). (88)

253. COPIES OF FREIGHT AND EXPRESS BILLS COVERING INCOMING SHIPMENTS, 1927 - 1931. Freight and express bills and accompanying receipts of Government bills of lading. All bills dated prior to 1927 have been destroyed, by permission granted from Washington. Filed chronologically. (Rarely, official.) 9 x 12 folders, 4 ft. 10 in., in 2 wooden boxes. 1st floor, SE. corner (Bldg. A). (55)

254. INVENTORY AND INSPECTION REPORTS OF UNSERVICEABLE PROPERTIES, 1927 to date. Listing items to be acted upon, and their disposition. Records dated prior to 1927 have been destroyed, by permission granted from Washington. Filed annually. (Occasionally,

official.) 11 x 16 envelopes, 1 ft.  $10\frac{1}{2}$  in., in drawer of wooden filing case. R. 1 (Bldg. B). (79)

255. MISCELLANEOUS COST ACCOUNTING DATA, 1927 to date. Reports from subdivisions regarding materials received and used; also labor used in the operation of the divisions. From these data the cost accounting reports are made. Records dated prior to 1927 have been destroyed, by permission granted from Washington. Filed by months. (Occasionally, official.) 9 x 12 folders, 6 ft. 9 in., in 3 wooden boxes. R. 1-A (Bldg. B). (62, 65)

256. MISCELLANEOUS FILE, 1927 - 1932. Property invoices and receipts, cost accounting data, stock cards, copies of bills of lading debits, and expenditures. Records dated prior to 1927 have been destroyed, by permission granted from Washington. Filed chronologically and numerically. (Rarely, official.) 9 x 12 folders, 4 ft. 10 in., in 2 wooden boxes. 1st floor (Bldg. B). (71)

257. PROPERTY CREDIT AND DEBIT VOUCHERS, 1927 - 1930. Item, and reasons for increase or decrease in value of property. Files dated prior to 1927 have been destroyed. Filed quarterly. (Rarely, official.) 9 x 12 folders, 1 ft. 5 in., in wooden box. R. 1-A (Bldg. B). (58)

258. RECORDS OF INCOMING SHIPMENTS, 1927 - 1932. Purchase order or invoice, copy of freight bill or delivery receipt, checker's memorandum, and related correspondence. Records dated prior to 1927 have been destroyed, by permission granted from Washington. Filed by voucher numbers. (Rarely, official.) 9 x 12 folders, 41 ft. 6 in., in 16 wooden boxes. 1st floor, SE. corner (Bldg. A). (53)

259. RECORDS PERTAINING TO SEALED BIDS SALES OF GOVERNMENT PROPERTIES, 1927 to date. Showing authority for sales, bids, and the awards. Records dated prior to 1927 have been destroyed, by permission granted from Washington. Filed chronologically. (Occasionally, official.) 8 x  $12\frac{1}{2}$  sheets, 2 ft. 1 in., in wooden box. R. 1 (Bldg. B). (77)

260. REQUISITION CONTROL SHEETS, 1927 - 1934. Depot voucher number assigned to requisition, requisition number, class of supply on requisition, name of requisition station, and date shipment was made. Filed chronologically. (Occasionally, official.) 8 x  $10\frac{1}{2}$  sheets, 2 ft. 2 in., in wooden box. R. 1-A (Bldg. B). (63)

261. RECEIPTED COPIES OF PROPERTY INVOICES, June 1927 - Dec. 1929. Receipts show to whom shipped, requisition number, bill of lading, date shipped, method of shipment, items and quantity shipped,

value, and signature of the consignor. Receipts dated prior to 1927 have been destroyed. Filed numerically. (Rarely, official.) 8 x 10 $\frac{1}{2}$  sheets, 7 ft. 3 in., in 3 wooden boxes. 1st floor, SE. corner (Bldg. A). (50)

262. INDEX OF ITEMS PURCHASED LOCALLY, 1928 to date. Location of local item purchased. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 in., in drawer of wooden card cabinet. R. 1 (Bldg. B). (75)

263. MAILING LIST OF PROSPECTIVE BIDDERS, 1928 to date. Name of concern, address, and material manufactured. Filed alphabetically. (Older records, rarely; current records, daily, official.) 3 x 5 cards, 1 in., in drawer of wooden card cabinet. R. 1 (Bldg. B). (85)

264. OUTGOING SHIPMENT REPORTS, 1928 - 1932. Depot records of shipments made, showing requisition or shipping order, items to be shipped, packing records, copy of bill of lading, and copy of depot invoice. All reports dated prior to 1928 have been destroyed, by permission granted from Washington. Filed chronologically, and geographically by states. (Rarely, official.) 9 x 12 folders, 53 ft. 2 in., in 22 wooden boxes. 1st floor, SE. corner (Bldg. A). (54)

265. RECORDS OF LOCAL PURCHASES, 1928 to date. Copies of bids, authority to purchase, purchase orders, vendor invoices, and vouchers. Records dated prior to 1928 have been destroyed, by permission granted from Washington. Filed numerically. (Occasionally, official.) 9 x 12 folders, 13 ft. 3 in., in 4 drawers of steel filing case and in 3 wooden boxes. R. 1-A (Bldg. B). (59)

266. INVENTORY LISTS, 1929 to date. Stock item number, item, and quantity on hand. Filed by classification of property. (Occasionally, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 1 (Bldg. B). (84)

267. COPIES OF COST ACCOUNT REPORTS, 1930 to date. Monthly operating expenses of the depot. Filed by month. (Monthly, official.) 15 x 18 $\frac{1}{2}$  vols., 2 in., on top of card cabinet. R. 1 (Bldg. B). (76)

268. MISCELLANEOUS FILE, 1930 to date. Reports pertaining to purchase and storage of subsistence supplies of depot stock; also related correspondence. Filed chronologically. (Older records, rarely; current records, daily, official.) 9 x 12 folders and 8 $\frac{1}{2}$  x 10 sheets, 2 ft., in drawer of steel filing case. R. 1 (Bldg. B). (87)

269. PROPERTY DEBIT AND CREDIT VOUCHERS, 1930 - 1932. Item and explanation of increase or decrease in value of property. This system has been changed since 1932; vouchers are now grouped and filed with the outgoing and incoming records. Filed quarterly. (Occasionally, official.) 9 x 12 folders, 2 ft. 2 in., in wooden box. R. 1-A (Bldg. B). (68)

270. COPIES OF BILLS OF LADING COVERING OUTGOING SHIPMENTS, 1931 - 1933. Names of consignee and consignor, point of shipment, destination, carrier, route, number of packages shipped, and weight. Records dated prior to 1931 have been destroyed, by permission granted from Washington. Filed numerically. (Rarely, official.) 9 x 12 folders, 2 ft. 5 in., in wooden box. 1st floor, SE. corner (Bldg. A). (52)

271. COPIES OF BILLS OF LADING COVERING OUTGOING SHIPMENTS, 1932 to date. Names of consignee and consignor, point of shipment, destination, carrier, route, number of packages shipped, and weight. Filed numerically. (Occasionally, official.) 8 x 10 $\frac{1}{2}$  and 9 x 12 folders and sheets, 39 ft. 9 in., in 2 drawers of steel filing case and in 2 wooden boxes and 108 pasteboard boxes. R. 1-A (Bldg. B). (64, 66)

272. RECORD OF INACTIVE RECORDS STORED AT THE SUPPLY DEPOT FOR VARIOUS VETERANS' ADMINISTRATION FACILITIES, 1932 to date. Kind of records, quantity, and number of boxes. Filed alphabetically, by facilities. (Frequently, official.) 9 x 12 folders, 5 ft. 9 in., in 3 drawers of steel filing case. R. 1 (Bldg. B). (73)

273. RECORDS OF INCOMING SHIPMENTS, 1932 to date. Purchase order or invoice, copy of freight bill or delivery receipt, checker's memorandum, and related correspondence. Filed by voucher number. (Occasionally, official.) 9 x 12 folders, 33 ft. 4 in., in 10 drawers of steel filing cases and in 6 wooden boxes. R. 1-A (Bldg. B). (67)

274. RECORDS OF OUTGOING SHIPMENTS, 1932 - 1936. These are depot records of shipments made; requisitions or shipping orders, showing items to be shipped, packing record, copy of bill of lading, and copy of depot invoice. Filed chronologically, and geographically by states. (Occasionally, official.) 9 x 12 folders, 46 ft., 6 in., in 9 drawers of steel filing cases and in 12 wooden boxes. R. 1-A (Bldg. B). (69)

275. PROPERTY RECORD CARDS--MAINTENANCE PROPERTY, 1933 to date. Receipt and issue of maintenance properties. This system was started in 1933; there are no files dated earlier. Filed

numerically. (Older records, rarely; current records, daily, official.) 5 x 8 cards, 1 ft., in drawer of steel filing case. R. 1 (Bldg. B). (80)

276. RECORDS OF FIELD SURPLUS PROPERTY, 1933 to date. Items and property surpluses of various facilities. Filed alphabetically by states and stations within states. (Older records, rarely; current records, daily, official.) 9 x 12 folders, 1 ft., 2 in., in drawer of steel filing case. R. 1 (Bldg. B). (83)

277. CENTRAL OFFICE PURCHASE ORDERS, COVERING STOCK FOR DEPOT, Apr. 1935 to date. Name of contractor, item, date of order, discount involved, and all other important data regarding purchase order. Records dated prior to 1935 have been destroyed, by permission granted from Washington. Filed numerically. (Daily, official.) 4 x 6 cards, 2 ft. 1 in., in 3 drawers of wooden card cabinet. R. 1 (Bldg. B). (82)

278. FREIGHT AND EXPRESS FILE, July 1935 to date. Routing to different facilities of the Veterans' Administration. These cards are made up every year, and the old ones of the previous year are destroyed. Filed alphabetically, by states. (Daily, official.) 3 x 5 cards, 1 in., in drawer of wooden card cabinet. R. 1 (Bldg. B). (89)

Inactive Records of Various Veterans' Administration  
Facilities and Regional Offices

N. B. Records for periods dated later than those described herein may be found at their respective Facilities and Regional offices, unless otherwise noted. Besides the index listed immediately below, there is an inventory of these records located in Room 1 of Building (B). See Entry No. 272.

279. INDEX TO INACTIVE RECORDS OF VETERANS' ADMINISTRATION FACILITIES STORED AT SUPPLY DEPOT, n. d. Arranged alphabetically by location of Facilities or Regional offices. 9 x 12 folders, 6 ft., in filing case. R. 1 (Bldg. B). (430)

Birmingham, Alabama<sup>1</sup>

280. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 17, 1932. Data relating to

<sup>1</sup> This Regional Office was combined with the Facility at Tuscaloosa on December 18, 1933.

veterans' claims for compensation and rehabilitation, including reports of physical examinations, awards, and accompanying correspondence. Filed numerically by claim number. (Occasionally, official.) 9 x 12 folders, 56 ft., in 7 wooden boxes. 2d floor-N-5-E-2-3 (Bldg. A).<sup>1</sup> (106)

281. MEMORANDUM VOUCHERS, 1929 - 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-5-W-3-3 (Bldg. A). (105)

Tuscaloosa, Alabama

282. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 20, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed by claim numbers. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-3-8-E-6-3 (Bldg. A). (234)

283. MEMORANDUM VOUCHERS, July 1931 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-S-1-E-1-3 (Bldg. A). (233)

Tuskegee, Alabama

284. MEMORANDUM VOUCHERS, July 1923 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-N-1-E-5-5 (Bldg. A). (235)

Phoenix, Arizona

285. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to August 23, 1933. Data relating to veteran's

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<sup>1</sup> This Regional Office was combined with the Facility at Tucson on September 1, 1936.

claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 104 ft., in 13 wooden boxes. 1st floor-N-2-W-5-3 (Bldg. A). (207)

286. MEMORANDUM VOUCHERS, July 1924 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-N-2-W-4-4 (Bldg. A). (208)

Tucson, Arizona<sup>1</sup>

287. MEMORANDUM VOUCHERS, July 1924 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-4-E-1-1 (Bldg. A). (232)

Whipple, Arizona<sup>2</sup>

288. MEMORANDUM VOUCHERS, July 1919 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 drawers of wooden filing cases. 1st floor-S-W-4-4 (Bldg. A). (237)

Little Rock, Arkansas

289. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to November 14, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 264 ft., in 33 wooden boxes. 1st floor-S-2-E-1-5 (Bldg. A). (167)

290. MEMORANDUM VOUCHERS, July 1928 - June 1932. Reports of payments for and purchases of supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-1-E-6-3 (Bldg. A). (168)

Livermore, California

291. MEMORANDUM VOUCHERS, July 1925 - June 1930. Reports of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Also known as Pastime Park.

<sup>2</sup> Also known as Prescott or Whipple Barracks.



Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-1-W-5-3 (Bldg. A). (169)

Los Angeles, California<sup>1</sup>

292. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to May 24, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 1st floor-S-5-E-3-4 (Bldg. A). (171)

293. MEMORANDUM VOUCHERS, July 1915 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 56 ft., in 7 wooden boxes. 2d floor-4-W-8-3 (Bldg. A). (170)

Palo Alto, California<sup>2</sup>

294. MEMORANDUM VOUCHERS, July 1926 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-N-7-E-3-5 (Bldg. A). (201)

San Fernando, California<sup>3</sup>

295. MEMORANDUM VOUCHERS, July 1925 - June 1930. Records of payments for and purchases of supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 1st floor-N-1-E-1-5 (Bldg. A). (219)

San Francisco, California<sup>4</sup>

296. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 26, 1936. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 208 ft., in 26 wooden boxes. 2d floor-1-E-2-1 (Bldg. A). (220)

<sup>1</sup> Also known as Pacific Branch, Santa Monica, or Sawtelle.

<sup>2</sup> Also known as Camp Fremont.

<sup>3</sup> Also known as Ford-Craig Ranch or Loop Ranch.

<sup>4</sup> Also known as Fort Miley.

297. MEMORANDUM VOUCHERS, July 1918 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 216 ft., in 27 wooden boxes. 2d floor-N-1-E-2-4 (Bldg. A). (221)

## Denver, Colorado

298. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 30, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 160 ft., in 20 wooden boxes. 1st floor-N-7-W-3-1 (Bldg. A). (135)

Fort Lyon, Colorado<sup>1</sup>

299. MEMORANDUM VOUCHERS, July 1926 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-N-2-W-4-1 (Bldg. A). (147)

Newington, Connecticut<sup>2</sup>

300. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to September 21, 1934. Data relating to veteran's claim for compensation and rehabilitation, including physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 88 ft., in 11 wooden boxes. 1st floor-S-7-E-6-4 (Bldg. A). (188)

301. MEMORANDUM VOUCHERS, July 1923 - June 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 2d floor-1-E-2-4 (Bldg. A). (189)

Washington, District of Columbia<sup>3</sup>

302. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 18, 1934. Data relating to

<sup>1</sup> Also known as Las Animas.

<sup>2</sup> Some of the records listed hereunder antedate the opening of the Newington Facility (May 15, 1931); the presumption is that they belong to the Hartford Regional Office, which was consolidated with the Facility on March 30, 1931.

<sup>3</sup> Also known as Mt. Alto.

veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 252 ft., in 29 wooden boxes. 2d floor-1-W-7-1 (Bldg. A). (236)

Bay Pines, Florida<sup>1</sup>

303. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to April 8, 1936. Data relating to veteran's claim for compensation and rehabilitation, including reports of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 2d floor-N-1-E-6-5 (Bldg. A). (103)

304. MEMORANDUM VOUCHERS, July 1919 - June 1935. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-3-E-4-4, 2d floor-N-1-E-6-3 (Bldg. A). (299, 102)

Jacksonville, Florida<sup>2</sup>

305. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to August 2, 1932. Data relating to veteran's claim for compensation and rehabilitation, including reports of physical examinations, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 1st floor-S-6-W-5-3 (Bldg. A). (158)

Atlanta, Georgia<sup>3</sup>

306. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to June 7, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 136 ft., in 17 wooden boxes. 1st floor (Bldg. A). (95)

<sup>1</sup> Also known as St. Petersburg or Seminole.

<sup>2</sup> This Regional Office was combined with the Facility at Bay Pines on January 16, 1933.

<sup>3</sup> Also known as Chester King Sanatorium or Atlanta Hospital No. 48.

307. MEMORANDUM COPIES OF VOUCHERS, July 1922 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 96 ft., in 12 wooden boxes. 1st floor (Bldg. A). (96)

Augusta, Georgia<sup>1</sup>

308. MEMORANDUM COPIES OF VOUCHERS, July 1925 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor (Bldg. A). (97)

Boise, Idaho<sup>2</sup>

309. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to October 15, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-S-3-E-1-1 (Bldg. A). (107)

310. MEMORANDUM VOUCHERS, 1928 - 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-N-2-W-6-5 (Bldg. A). (108)

## Danville, Illinois

311. MEMORANDUM VOUCHERS, July 1910 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 1st floor-N-7-E-3-3 (Bldg. A). (133)

Dwight, Illinois<sup>3</sup>

312. MEMORANDUM VOUCHERS, July 1919 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 2d floor-3-E-7-4 (Bldg. A). (140)

<sup>1</sup> Also known as Camp Hancock Base Hospital or Lenwood Hotel.

<sup>2</sup> Also known as Boise Hospital No. 52 or Boise Barracks.

<sup>3</sup> Also Known as Keeley Institute, Livingston Hotel, or Grand Central Hotel.

Hines, Illinois<sup>1</sup>

313. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to August 2, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 376 ft., in 47 wooden boxes. 1st floor-S-6-E-4-6 (Bldg. A). (150)

314. MEMORANDUM VOUCHERS, July 1919 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 248 ft., in 31 wooden boxes. 2d floor-7-W-6-1 (Bldg. A). (149)

North Chicago, Illinois<sup>2</sup>

315. MEMORANDUM VOUCHERS, July 1925 - 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-1-W-4-4 (Bldg. A). (195)

## Indianapolis, Indiana

316. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to June 22, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 112 ft., in 14 wooden boxes. 1st floor-S-5-E-5-1 (Bldg. A). (154)

317. MEMORANDUM VOUCHERS, July 1930 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-8-W-5-4 (Bldg. A). (155)

## Marion, Indiana

318. MEMORANDUM VOUCHERS, July 1890 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 88 ft., in 11 wooden boxes. 2d floor-S-8-W-7-5 (Bldg. A). (179)

<sup>1</sup> Also known as Edward Hines, Jr., Hospital No. 76, Broadview, Maywood, or Speedway Hospital.

<sup>2</sup> Also known as Great Lakes.

## Des Moines, Iowa

319. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to October 19, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 320 ft., in 40 wooden boxes. 2d floor-N-2-E-3-3 (Bldg. A). (137)

320. MEMORANDUM VOUCHERS, July 1924 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-N-1-E-3-3 (Bldg. A). (136)

Knoxville, Iowa<sup>1</sup>

321. MEMORANDUM VOUCHERS, July 1923 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-4-W-1-5 (Bldg. A). (163)

## Wichita, Kansas

322. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 16, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim number. (Occasionally, official.) 9 x 12 folders, 56 ft., in 7 wooden boxes. 1st floor-N-1-W-2-5 (Bldg. A). (238)

Louisville, Kentucky<sup>2</sup>

323. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to April 9, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 416 ft., in 52 wooden boxes. 1st floor-8-E-7-2 (Bldg. A). (173)

324. MEMORANDUM VOUCHERS, July 1924 - June 1931. Reports of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Also known as Keeley Institute.

<sup>2</sup> This Regional Office was combined with the Facility at Lexington on October 17, 1938.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 88 ft., in 11 wooden boxes. 2d floor-4-W-9-2 (Bldg. A). (172)

Outwood, Kentucky<sup>1</sup>

325. MEMORANDUM VOUCHERS, July 1921 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-N-8-W-4-2 (Bldg. A). (200)

Alexandria, Louisiana<sup>2</sup>

326. MEMORANDUM VOUCHERS, July 1918 - 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 1st floor, (Bldg. A). (92)

## New Orleans, Louisiana

327. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to September 10, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 104 ft., in 13 wooden boxes. 1st floor-S-1-W-5-1 (Bldg. A). (190)

328. MEMORANDUM VOUCHERS, July 1920 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 112 ft., in 14 wooden boxes. 1st floor-5-E-7-2 (Bldg. A). (191)

Togus, Maine<sup>3</sup>

329. DUPLICATE PAPERS AND REHABILITATION FOLDERS, July 1916 - June 1931. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 80 ft., in 10 wooden boxes. 1st floor-3-2-E-3-2 (Bldg. A). (428)

330. MEMORANDUM VOUCHERS, July 1916 - June 1931. Reports of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Also known as Dawson Springs.

<sup>2</sup> Also known as Camp Beauregard.

<sup>3</sup> Also known as Augusta, Maine National Home, or Eastern Branch.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 1st floor-S-2-E-3-2 (Bldg. A). (231)

Baltimore, Maryland<sup>1</sup>

331. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to May 29, 1933. Data relating to veteran's claim for compensation and rehabilitation, including reports of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 1st floor (Bldg. A). (98)

332. MEMORANDUM COPIES OF VOUCHERS, July 1926 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor (Bldg. A). (99)

See Entries No. 19, 30, 54.

Perry Point, Maryland<sup>2</sup>

333. MEMORANDUM VOUCHERS, July 1925 - June 1931. Records of purchases of and payments for supplies, equipment, and services; and personnel folders for the period prior to 1928. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 1st floor-N-3-E-3-2 (Bldg. A). (202)

See Entries No. 67, 97.

## Bedford, Massachusetts

334. MEMORANDUM VOUCHERS, 1926 - 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-8-W-4-4 (Bldg. A). (104)

## Boston, Massachusetts

335. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to December 11, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12

<sup>1</sup> Also known as Fort McHenry.

<sup>2</sup> Also known as Perryville or Federal Park.



folders, 392 ft., in 49 wooden boxes. 2d floor-8th row (Bldg. A). (109)

336. MEMORANDUM VOUCHERS, July 1931 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 240 ft., in 30 wooden boxes. 2d floor-2-E-5-4 (Bldg. A). (110)

Northampton, Massachusetts

337. MEMORANDUM VOUCHERS, July 1922 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 1st floor-N-3-E-4-4 (Bldg. A). (194)

Rutland Heights, Massachusetts<sup>1</sup>

338. MEMORANDUM VOUCHERS, July 1923 - June 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-6-E-5-2 (Bldg. A). (214)

Camp Custer, Michigan

339. MEMORANDUM VOUCHERS, July 1924 - 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 1st floor-S-2-W-1-3 (Bldg. A). (115)

Detroit, Michigan

340. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 23, 1933. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 1st floor-S-4-E-3-1 (Bldg. A). (139)

341. MEMORANDUM VOUCHERS, July 1926 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-S-8-E-4-1 (Bldg. A). (138)

Minneapolis, Minnesota<sup>2</sup>

342. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to June 8, 1933. Data relating to veteran's

<sup>1</sup> Also known as Rutland or New England Sanitarium.

<sup>2</sup> Also known as Fort Snelling.

claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 536 ft., in 67 wooden boxes. 1st floor-S-6-E-3-5, 1st floor-N-2A-W-4 (Bldg. A). (151, 183)

343. MEMORANDUM VOUCHERS, July 1921-June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 152 ft., in 19 wooden boxes. 1st floor-N-2A-E-2 (Bldg. A). (184)

## Saint Cloud, Minnesota

344. MEMORANDUM VOUCHERS, June 1924 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-3-E-8-1 (Bldg. A). (227)

## Gulfport, Mississippi

345. MEMORANDUM VOUCHERS, July 1924 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-4-E-3-4 (Bldg. A). (148)

## Jackson, Mississippi

346. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 26, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 136 ft., in 17 wooden boxes. 2d floor-5-E-5-1 (Bldg. A). (157)

347. MEMORANDUM VOUCHERS, July 1924 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-S-1-W-3-2 (Bldg. A). (156)

## Excelsior Springs, Missouri

348. MEMORANDUM VOUCHERS, July 1925 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 1st floor-N-8-W-5-5 (Bldg. A). (141)

## Kansas City, Missouri

349. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to November 7, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 304 ft., in 38 wooden boxes. 1st floor-N-3-E-3-4 (Bldg. A). (162)

350. MEMORANDUM VOUCHERS, July 1924 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 2d floor-5-E-1-1 (Bldg. A). (161)

Saint Louis, Missouri<sup>1</sup>

351. MEMORANDUM VOUCHERS, July 1919 - 1929. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 104 ft., in 10 drawers of wooden filing case and in 3 wooden boxes. 1st floor-S-8-W-6-5, 1st floor-S-4-W-4-3 (Bldg. A). (228, 159)

Fort Harrison, Montana<sup>2</sup>

352. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 31, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-N-8-E-3-4 (Bldg. A). (146)

353. MEMORANDUM VOUCHERS, July 1920 - June 1932. Records of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> This Regional Office was combined with the Facility at Jefferson Barracks, Missouri, on October 8, 1934.

Some of the records here listed under St. Louis - partially covering the period from July 1919 to June 1928 - are actually stored as though they had originated at Jefferson Barracks. However, since the Facility at Jefferson Barracks was not opened until 1933, there is an obvious inconsistency of dates. Since the St. Louis office functioned as a hospital as early as 1919, it is very likely that these records came from there, and they have accordingly been so classified.

<sup>2</sup> Also known as Helena, Montana, Hospital No. 72.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 1st floor-S-1-W-2-1 (Bldg. A). (145)

## Lincoln, Nebraska

354. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to August 30, 1933. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 112 ft., in 14 wooden boxes. 1st floor-N-1-E-2-1 (Bldg. A). (165)

355. MEMORANDUM VOUCHERS, July 1924 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-1-E-8-1 (Bldg. A). (166)

Lyons, New Jersey<sup>1</sup>

356. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to December 16, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-3-S-E-1-4 (Bldg. A). (174)

357. MEMORANDUM VOUCHERS, July 1918 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 80 ft., in 10 wooden boxes. 1st floor-S-1-W-1-1 (Bldg. A). (175)

## Manchester, New Hampshire

358. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to December 18, 1931. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence.

<sup>1</sup> Some of the records listed hereunder antedate the opening of the Lyons Facility (November 12, 1930), so it is presumed that they belong to the Newark Regional Office that was transferred to Lyons on October 4, 1930 and was consolidated with the Facility there on June 15, 1931.

Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 1st floor-N-1-W-5-2 (Bldg. A). (176)

359. MEMORANDUM VOUCHERS, July 1928 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-S-2-E-1-4 (Bldg. A). (177)

## Albuquerque, New Mexico

360. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 7, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor (Bldg. A). (91)

361. MEMORANDUM COPIES OF VOUCHERS, July 1924 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically and by fiscal years. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 1st floor (Bldg. A). (90)

## Fort Bayard, New Mexico

362. MEMORANDUM VOUCHERS, July 1924 - June 1929. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-1-W-2-5 (Bldg. A). (144)

## Bath, New York

363. MEMORANDUM COPIES OF VOUCHERS, July 1928 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 2d floor-1-E-3-5 (Bldg. A). (101)

Buffalo, New York<sup>1</sup>

364. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to December 15, 1931. Data relating to veteran's claim for compensation and rehabilitation, including report

<sup>1</sup> This Regional Office was combined with the Facility at Batavia, New York, on May 3, 1934.

of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 1st floor-N-1-W-2-3 (Bldg. A). (111)

365. MEMORANDUM VOUCHERS, July 1925 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 136 ft., in 17 wooden boxes. 1st floor-S-7-E-3-2 (Bldg. A). (100, 112)<sup>1</sup>

Castle Point, New York<sup>2</sup>

366. MEMORANDUM VOUCHERS, July 1924 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-N-2-W-5-3 (Bldg. A). (117)

## New York City, New York

367. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 25, 1936. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 440 ft., in 55 wooden boxes. 2d floor-8-E-4-2 (Bldg. A). (192)

368. MEMORANDUM VOUCHERS, July 1921 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 312 ft., in 39 wooden boxes. 1st floor-S-1-E-2-3 (Bldg. A). (193)

## Northport, New York

369. MEMORANDUM VOUCHERS, July 1927 - June 1931. Reports of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Some of the records here listed under Buffalo - partially covering the period from July 1931 to June 1932 - are actually stored as though they had originated at Batavia. However, since the Facility at Batavia was not opened until 1934, there is an obvious inconsistency of dates. Since the Buffalo unit was organized as a regional office in 1924, it is very likely that the records came from there, and they have accordingly been so classified.

<sup>2</sup> Also known as Chelsea-on-Hudson, or Beacon.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-N-4-W-3-5 (Bldg. A). (196)

Sunmount, New York<sup>1</sup>

370. MEMORANDUM VOUCHERS, July 1927 - June 1933. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-5-E-8-2 (Bldg. A). (230)

## Charlotte, North Carolina

371. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to September 27, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-3-W-8-2 (Bldg. A). (121)

372. MEMORANDUM VOUCHERS, July 1928 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 56 ft., in 7 wooden boxes. 2d floor-2-W-8-1 (Bldg. A). (120)

Oteen, North Carolina<sup>2</sup>

373. MEMORANDUM VOUCHERS, July 1927 - June 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-N-3-E-3-3 (Bldg. A). (199)

## Fargo, North Dakota

374. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to June 26, 1933. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-1-E-4-3 (Bldg. A). (143)

375. MEMORANDUM VOUCHERS, July 1923 - June 1934. Records of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Also known as Tupper Lake.

<sup>2</sup> Also known as O'Reilly General Hospital.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-1-E-4-3 (Bldg. A). (142)

Chillicothe, Ohio<sup>1</sup>

376. MEMORANDUM VOUCHERS, July 1923 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-4-W-3-4 (Bldg. A). (123)

Cincinnati, Ohio<sup>2</sup>

377. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 30, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 280 ft., in 35 wooden boxes. 2d floor-5-W-4-4 (Bldg. A). (124)

378. MEMORANDUM VOUCHERS, July 1919 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 192 ft., in 24 wooden boxes. 1st floor-6-W-1-1 (Bldg. C). (125)

## Cleveland, Ohio

379. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to October 8, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 2d floor-N-1-E-4-1 (Bldg. A). (127)

380. MEMORANDUM VOUCHERS, July 1925 - June 1933. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 56 ft., in 7 wooden boxes. 2d floor-5-E-6-1 (Bldg. B). (126)

Dayton, Ohio<sup>3</sup>

381. MEMORANDUM VOUCHERS, July 1926 - June 1931. Records of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> Also known as Hospital No. 97.

<sup>2</sup> This Regional Office was combined with the Facility at Dayton, Ohio, on June 28, 1937.

<sup>3</sup> Also known as Central Home.



Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-6-E-8-2 (Bldg. B). (134)

## Muskogee, Oklahoma

382. MEMORANDUM VOUCHERS, July 1922 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-N-1-W-5-1 (Bldg. A). (185)

Oklahoma City, Oklahoma<sup>1</sup>

383. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to April 12, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 184 ft., in 23 wooden boxes. 1st floor-S-2-E-5-1 (Bldg. A). (197)

384. MEMORANDUM VOUCHERS, July 1924 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 96 ft., in 12 wooden boxes. 2d floor-6-E-5-4 (Bldg. A). (198)

## Roseburg, Oregon

385. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to December 13, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 192 ft., in 24 wooden boxes. 1st floor-S-5-E-2-1 (Bldg. A). (209)

386. MEMORANDUM VOUCHERS, July 1924 - June 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 1st floor-1-W-4-6 (Bldg. C). (210)

## Coatesville, Pennsylvania

387. MEMORANDUM VOUCHERS, July 1927 - June 1932. Records of purchases of and payments for supplies, equipment, and services.

<sup>1</sup> This Regional Office was combined with the Facility at Muskogee, Oklahoma, on January 3, 1938.

Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 2d floor-2-W-8-1 (Bldg. A). (128)

## Philadelphia, Pennsylvania

388. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to April 2, 1936. Data relating to veteran's claim for compensation or rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 520 ft., in 65 wooden boxes. 2d floor-3-W-4-2 (Bldg. A). (203)

389. MEMORANDUM VOUCHERS, July 1920 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 208 ft., in 26 wooden boxes. 1st floor-3-W-1-5 (Bldg. C). (204)

Pittsburgh, Pennsylvania<sup>1</sup>

390. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to November 14, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 200 ft., in 25 wooden boxes. 1st floor-S-2-E-2-1 (Bldg. A). (206)

391. MEMORANDUM VOUCHERS, July 1927 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor, 2d floor-4-E-2-3 (Bldg. A). (205, 94)<sup>2</sup>

## Manila, Philippine Islands

392. MEMORANDUM VOUCHERS, July 1920 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-N-1-E-6-1 (Bldg. A). (178)

<sup>1</sup> Also known as the Aspinwall Facility.

<sup>2</sup> Some of this unit of material - partially covering the period from July 1927 to June 1935 - is actually stored under Aspinwall. It is here included under the official name of the Facility, however.

## Providence, Rhode Island

393. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 8, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-N-1-W-5-5 (Bldg. A). (211)

394. MEMORANDUM VOUCHERS, July 1926 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 2d floor-8-E-3-5 (Bldg. A). (212)

## Columbia, South Carolina

395. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 10, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-S-5-E-4-3 (Bldg. A). (130)

396. MEMORANDUM VOUCHERS, July 1924 - June 1925. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 1st floor-S-3-E-1-1 (Bldg. A). (129)

Hot Springs, South Dakota<sup>1</sup>

397. MEMORANDUM VOUCHERS, July 1911 - June 1928. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-N-7-E-2-2 (Bldg. A). (152)

## Sioux Falls, South Dakota

398. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 19, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-N-5-S-3-1 (Bldg. A). (226)

<sup>1</sup> Also known as Battle Mountain Sanitarium.

399. MEMORANDUM VOUCHERS, July 1924 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-N-5-E-3-1 (Bldg. A). (225)

Memphis, Tennessee

400. MEMORANDUM VOUCHERS, July 1928 - 1930. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-3-W-4-4 (Bldg. A). (180)

Mountain Home, Tennessee<sup>1</sup>

401. MEMORANDUM VOUCHERS, July 1919 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-N-2-E-5-2 (Bldg. A). (160)

Nashville, Tennessee

402. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to May 1, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 328 ft., in 41 wooden boxes. 1st floor-S-8-E-3-2 (Bldg. A). (186)

403. MEMORANDUM VOUCHERS, July 1926 - June 1931. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-8-W-7-1 (Bldg. A). (187)

Dallas, Texas<sup>2</sup>

404. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 1, 1936. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 296 ft., in 37 wooden boxes. 1st floor-S-4-E-1-4 (Bldg. A). (132)

<sup>1</sup> Also known as Mountain Branch, Johnson City, Tenn.

<sup>2</sup> The Regional Office at Dallas was combined with the Facility at Waco, Texas, on August 22, 1938.

405. MEMORANDUM VOUCHERS, July 1920 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 120 ft., in 15 wooden boxes. 1st floor-S-4-E-1-4 (Bldg. A). (131)

Legion, Texas<sup>1</sup>

406. MEMORANDUM VOUCHERS, July 1923 - June 1928. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-S-7-E-5-2 (Bldg. A). (164)

San Antonio, Texas<sup>2</sup>

407. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to August 22, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-4-W-1-3 (Bldg. A). (218)

408. MEMORANDUM VOUCHERS, July 1924 - June 1932. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-S-3-W-5-5 (Bldg. A). (217)

## Salt Lake City, Utah

409. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 28, 1933. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 32 ft., in 4 wooden boxes. 1st floor-4-W-3-4 (Bldg. A). (216)

410. MEMORANDUM VOUCHERS, July 1924 - June 1929. Reports of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 1st floor-2-W-4-2 (Bldg. A). (215)

<sup>1</sup> Also known as Kerrville, Texas.

<sup>2</sup> The Regional Office at San Antonio was combined with the Facility at Waco, Texas, on August 25, 1938.

Burlington, Vermont<sup>1</sup>

411. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to September 12, 1932. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor-S-7-E-4-5 (Bldg. A). (113)

412. MEMORANDUM VOUCHERS, July 1924 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 16 ft., in 2 wooden boxes. 2d floor-4-E-2-5 (Bldg. A). (114)

Richmond, Virginia<sup>2</sup>

413. MEMORANDUM VOUCHERS, July 1917 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 2d floor-4-W-10-1 (Bldg. A). (213)

American Lake, Washington<sup>3</sup>

414. MEMORANDUM COPIES OF VOUCHERS, July 1922 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 24 ft., in 3 wooden boxes. 1st floor (Bldg. A). (93)

## Seattle, Washington

415. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to June 6, 1935. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 200 ft., in 25 wooden boxes. 2d floor-1-E-3-2 (Bldg. A). (222)

416. MEMORANDUM VOUCHERS, July 1920 - June 1930. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-1-W-3-1 (Bldg. A). (223)

<sup>1</sup> This Regional Office was combined with a new Facility at White River Junction, Vermont, on September 1, 1938.

<sup>2</sup> This Regional Office was combined with the Facility at Roanoke, Virginia, on February 4, 1935.

<sup>3</sup> Also known as Camp Lewis.

Charleston, West Virginia<sup>1</sup>

417. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to July 9, 1934. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 2d floor-S-5-E-3-1 (Bldg. A). (119)

418. MEMORANDUM VOUCHERS, July 1924 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 72 ft., in 9 wooden boxes. 1st floor-S-1-E-1-4, 2d floor-3-E-2-3 (Bldg. A). (153, 118)<sup>2</sup>

Milwaukee, Wisconsin<sup>3</sup>

419. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to January 28, 1936. Data relating to veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 192 ft., in 24 wooden boxes. 2d floor-N-1-E-3-1 (Bldg. A). (182)

420. MEMORANDUM VOUCHERS, July 1922 - June 1931. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 64 ft., in 8 wooden boxes. 2d floor-1-W-2-3 (Bldg. A). (181)

Casper, Wyoming<sup>4</sup>

421. DUPLICATE PAPERS AND REHABILITATION FOLDERS, date of filing of first claim to February 27, 1932. Data relating to

<sup>1</sup> This Regional Office was combined with the Facility at Huntington, West Virginia, on July 23, 1934.

<sup>2</sup> Some of the records included in this entry are actually stored as though they had originated at Huntington, West Virginia. However, since the Facility at Huntington was not opened until 1932, there is an obvious inconsistency of dates. It is probable that the records in question belonged to the Charleston Regional Office, and they have accordingly been so classified.

<sup>3</sup> This Regional Office was combined with the Facility at Wood, Wisconsin, on December 1, 1930.

<sup>4</sup> This Regional Office was moved to Cheyenne on June 19, 1933 and was consolidated with the Facility there when the latter was opened for patients on May 4, 1934.

veteran's claim for compensation and rehabilitation, including report of physical examination, awards, and related correspondence. Filed numerically by claim. (Occasionally, official.) 9 x 12 folders, 40 ft., in 5 wooden boxes. 1st floor-N-8-E-4-1 (Bldg. A). (116)

422. MEMORANDUM VOUCHERS, July 1924 - 1928. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 8 ft., in wooden box. 1st floor-1-W-3-5 (Bldg. A). (122)<sup>1</sup>

Sheridan, Wyoming<sup>2</sup>

423. MEMORANDUM VOUCHERS, July 1926 - June 1932. Records of purchases of and payments for supplies, equipment, and services. Filed alphabetically. (Occasionally, official.) 9 x 12 folders, 48 ft., in 6 wooden boxes. 2d floor-5-E-8-4 (Bldg. A). (224)

<sup>1</sup> This unit of material is stored at Perry Point as having originated at Cheyenne, Wyoming. There was a sub-office at Cheyenne from 1921 to 1923, but since these records are dated later than that time it is assumed that they belonged to the Regional Office which was then located in Casper. The Regional Office was not moved to Cheyenne until June 1933.

<sup>2</sup> Also known as Fort McKenzie.





