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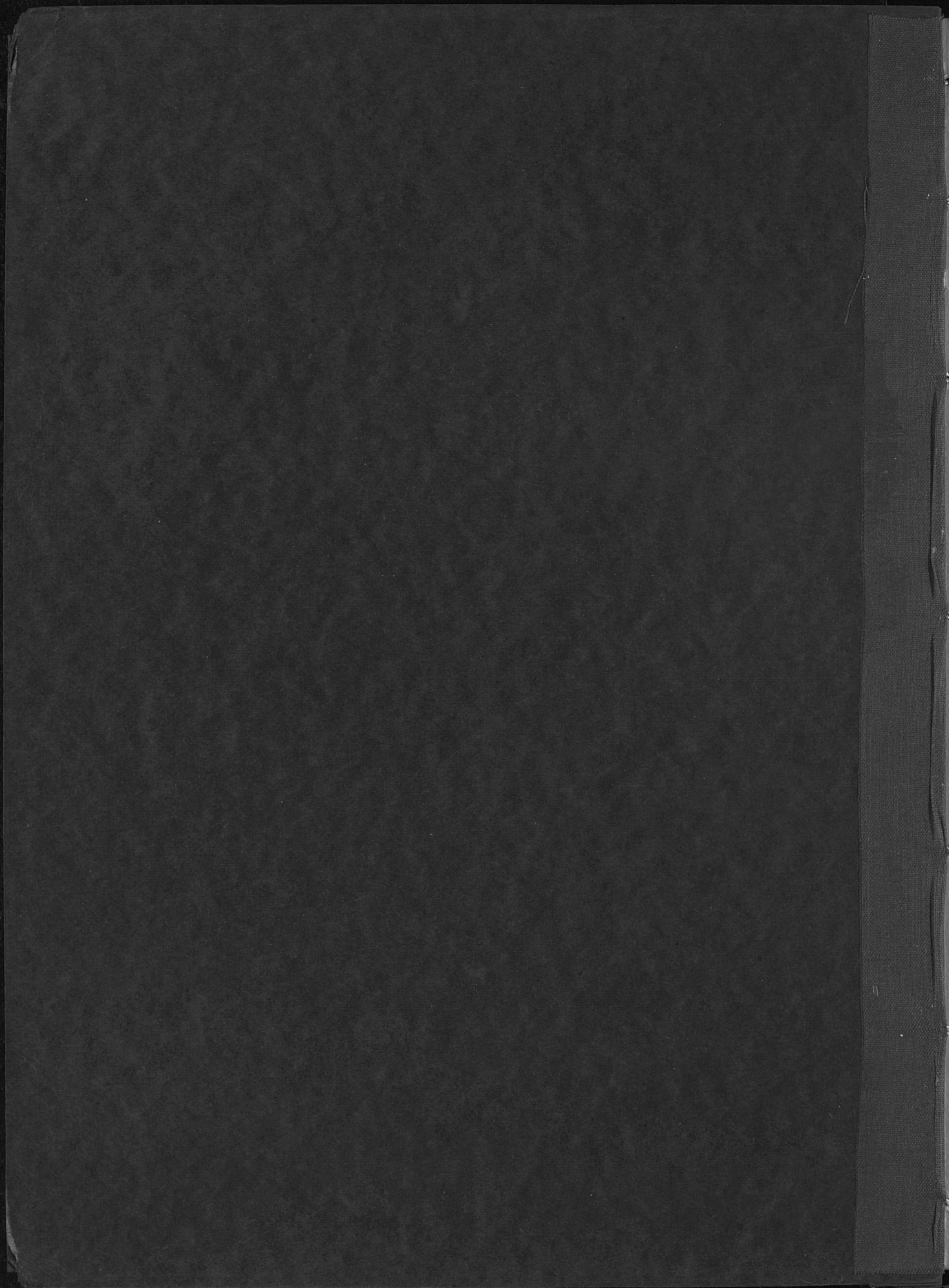


INVENTORY OF
THE COUNTY ARCHIVES
OF
SOUTH CAROLINA

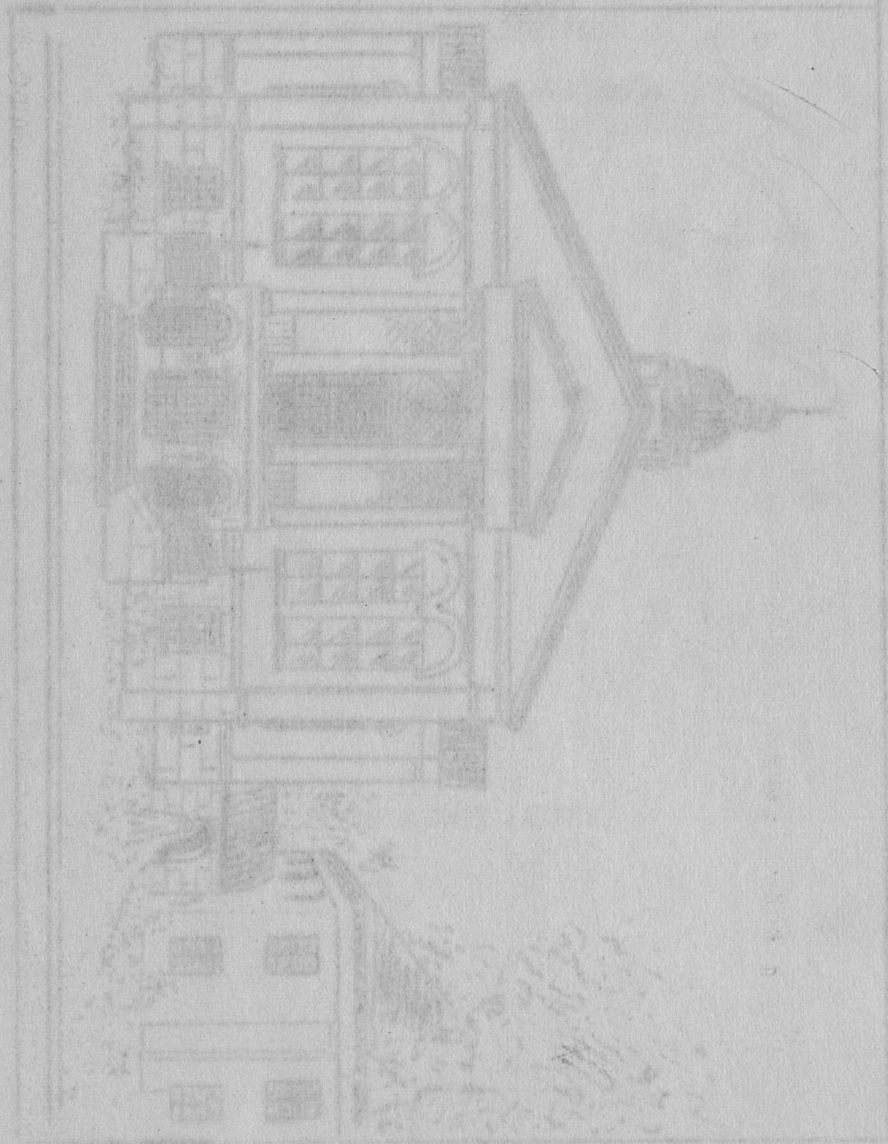
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AIKEN COUNTY

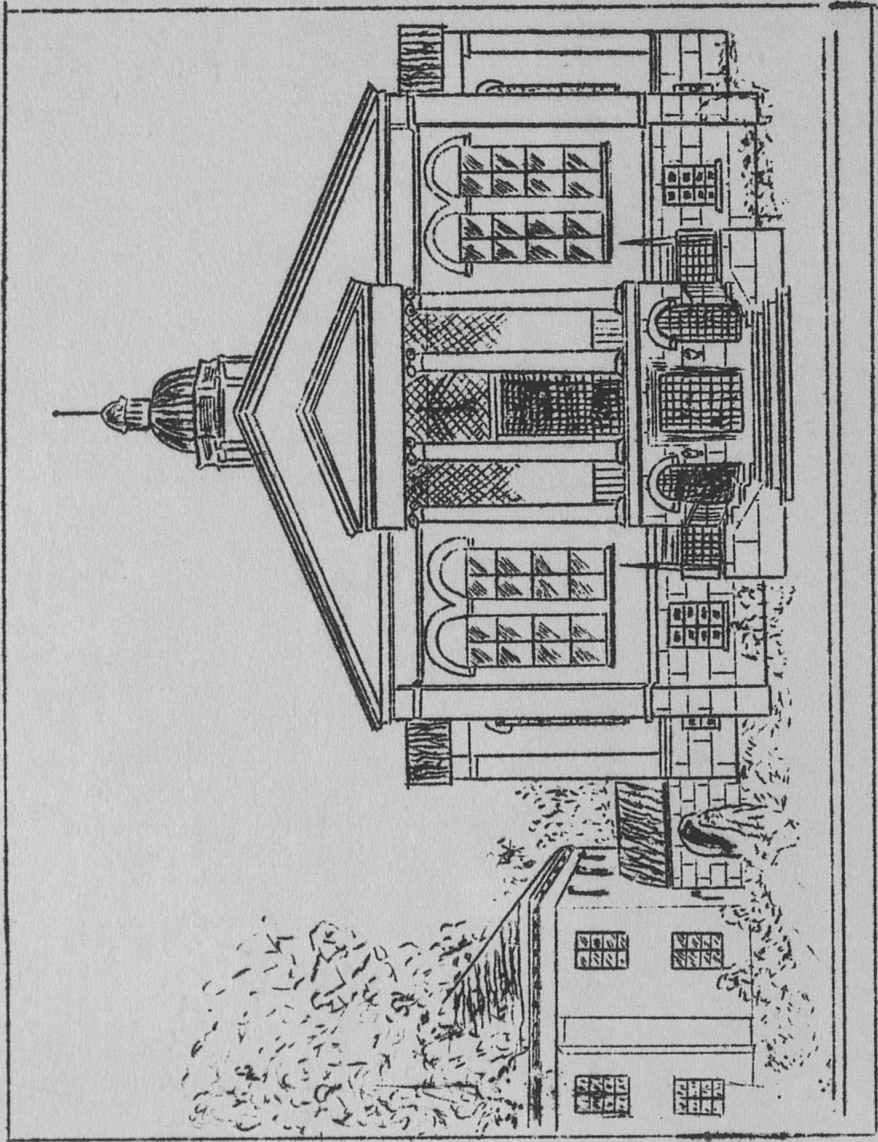
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VIEW OF THE CHURCH





AIKEN COUNTY COURTHOUSE

INVENTORY OF COUNTY ARCHIVES

OF SOUTH CAROLINA

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

No. 2. AIKEN COUNTY (AIKEN)

* * * * *

Columbia, S. C.
The Historical Records Survey
December 1938

The Historical Records Survey

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FOREWORD

The Inventory of County Archives of South Carolina is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Works Progress Administration. The publication herewith presented, an inventory of the archives of Aiken County, is number 2 of the South Carolina series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by the officials of the county, and also the needs of lawyers, business men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalog for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records - they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and other local inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as a bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single county, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey was organized and has been directed by Luther H. Evans, and operates as a nation-wide project in the Division of Women's and Professional Projects, of which Mrs. Ellen S. Woodward, Assistant Administrator, is in charge.

HARRY L. HOPKINS
Administrator

PREFACE

The Historical Records Survey began on a nation-wide scale as part of the Federal Writers' Project of the Works Progress Administration, and became in October 1936 an independent part of Federal Project No. 1. Under the national leadership of Dr. Luther H. Evans, the Survey has inventoried state, county, city, church, and, to a limited extent, private records. At present, it is preparing for publication in a condensed form, descriptive lists of public records of the local units of government. In each state the counties are numbered in alphabetical order, and treated as separate units, each with an introductory section giving the historical background and a description of the present government and records system. All records are referred to the office of origin, which is carefully described as to history, functions, and required records. Each type of record is given a numbered entry showing the comprehensive dates for which it is extant, the quantity, an interpretation of contents, and details as to nature of recording, indexing and location. State, municipal, church, and other records will be described in separate publications.

In South Carolina the Historical Records Survey was begun on March 1, 1936. Through Professor R. L. Meriwether, head of the department of history, it has enjoyed the active aid of the University of South Carolina, which, as co-sponsor of the project, is contributing the offices of state headquarters. The officials of the Works Progress Administration in South Carolina have also given every cooperation. Mrs. Margaret D. Davies, director of the division of women's and professional projects, has been an able administrative ally.

The survey of Aiken County records was begun on June 2, 1936, by Mrs. Bertrice V. Parker and Miss Florence Valentine. Miss Valentine resigned on July 18 and the work was continued by Mrs. Parker alone until she left the project on October 1. The Aiken unit remained closed until March 8, 1937, when Miss Rebecca Vieth began work in the office of the county commissioners, where she put in order and filed many old claims before surveying the records. At the end of July Miss Vieth resigned. The records in the warehouse were arranged and the remainder of the first listing was completed by Mrs. Rebecca Orr in August 1937. The legal and historical research and the preparation of the essays were worked out in the state office under the plans of the national office; and the condensed inventory was checked by Mrs. Carrie L. Perry of Edgefield, February 15-May 13, 1938. The final recheck was made by Mrs. Perry under the supervision of Miss Vivian Barnette of the state office staff, July 6-29, 1938. All stencils for text and illustrations were cut by Paul Jordan, draftsman of the state staff. The index was prepared by Martha W. Hellams, supervisor of indexing. James C. Lever did the binding.

The forty-six separate units of the Inventory of County Archives of South Carolina will be issued in mimeographed form for free distribution to state and local public officials and to a selected group of public and institutional libraries. Requests for information should be addressed to the state director, University of South Carolina, Columbia.

Anne K. Gregorie

August 9, 1938

Anne K. Gregorie
State Director
Historical Records Survey

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1. HISTORICAL SKETCH

Aiken County lies on the Savannah River midway between the mountains and the sea. The county is traversed diagonally by the fall line between the piedmont and the plain, marking the prehistoric beach edge whose white sand hills are now a hundred miles from the Atlantic.

Here the ancient Indian path to the Mississippi crossed the Savannah. When DeSoto came in the spring of 1540 on his memorable quest for gold, he crossed the Savannah at Silver Bluff, so called because of its shining mica (L. Cheves, editor, "Shaftsbury Papers" in Collections South Carolina Historical Society, Vol. V, Charleston, 1897, p. 460); and here he received gracious hospitality and ropes of pearls from the beautiful Indian queen of the rich province of Cusitachiqui. A generation later Juan Pardo followed the path from Port Royal along the Savannah to the mountains, and found here Muskogean tribes whom the whites were later to call "Creeks".

After Charles II of England conferred these Spanish domains upon his eight loyal friends as lords proprietors of Carolina, the English traders found the Savannah River area dominated by a tribe of Yuchi called Westoes, whose ferocity gave them the reputation of man eaters among their neighbors (Shaftsbury Papers, pp. 166, 200).

In 1670 the emperor of Cusitachiqui was visited, perhaps near Silver Bluff (ibid. 191), by the first English settler in South Carolina, Dr. Henry Woodward (ibid. 189). Four years later Woodward went upon his adventurous "Westo Discovery" and tarried ten days in the Westo settlement at Silver Bluff, where he excited such curiosity among the savages that the "smaller fry" climbed up and uncovered the top of the town house to view him (Shaftsbury Papers, p. 459). At an early date the Westoes were displaced by the Shawnee, from whom the name Savannah is derived. By 1685 the Savannah Town opposite the Sand Bar, later a famous dueling ground, had become an established trading center. Following the bloody Yamasee War of 1715, the English built Fort Moore at Savannah Town, and the province maintained a small garrison there until the Cherokee War near the close of the colonial period practically ended the danger here from these Indians.

So anxious was the province for settlers upon this Indian-French-Spanish frontier, that the general assembly in 1722 passed an act offering to settlers beyond the Three Runs immunity from taxation and from prosecution for small debts (Stat. III, 176-78). After the province became a crown colony, the royal governor received instructions to lay off eleven townships as homes for settlers and to protect the frontier. It was then that the township of New Windsor was laid out on the Savannah in 1735, opposite Augusta, which also dates from that year. Two years later Swiss settlers came, led by Johanne Tobler and their pastor Bartholomew Zauberboules. Pioneers of British stock also moved in, and a

For abbreviations and explanatory notes see pages 16, 17

group settled among the beech trees along the Savannah between Hollow Creek and Horse Creek, where plats of 1740 (R. L. Meriwether, Expansion of South Carolina MS.) show their name of Beech's Island for the region (Stat. IX, 295). This had been modified by 1780 to the form of "Beach Island", now Beech Island (John Stuart's map of South Carolina and Georgia; Ordinary's Book, A 1, Ninety Six District, p. 14).

During the Revolution the area lay in the path of armed forces that contended for the mastery of Augusta, but most of the fighting was on the Georgia side of the Savannah River. Fort Moore on the South Carolina side, opposite Augusta, was garrisoned by the British, and a well traveled path led from it to Granby on the Congaree. Fort Galphin, a stockaded post at Silver Bluff, was captured in 1781 by Colonel Light Horse Harry Lee.

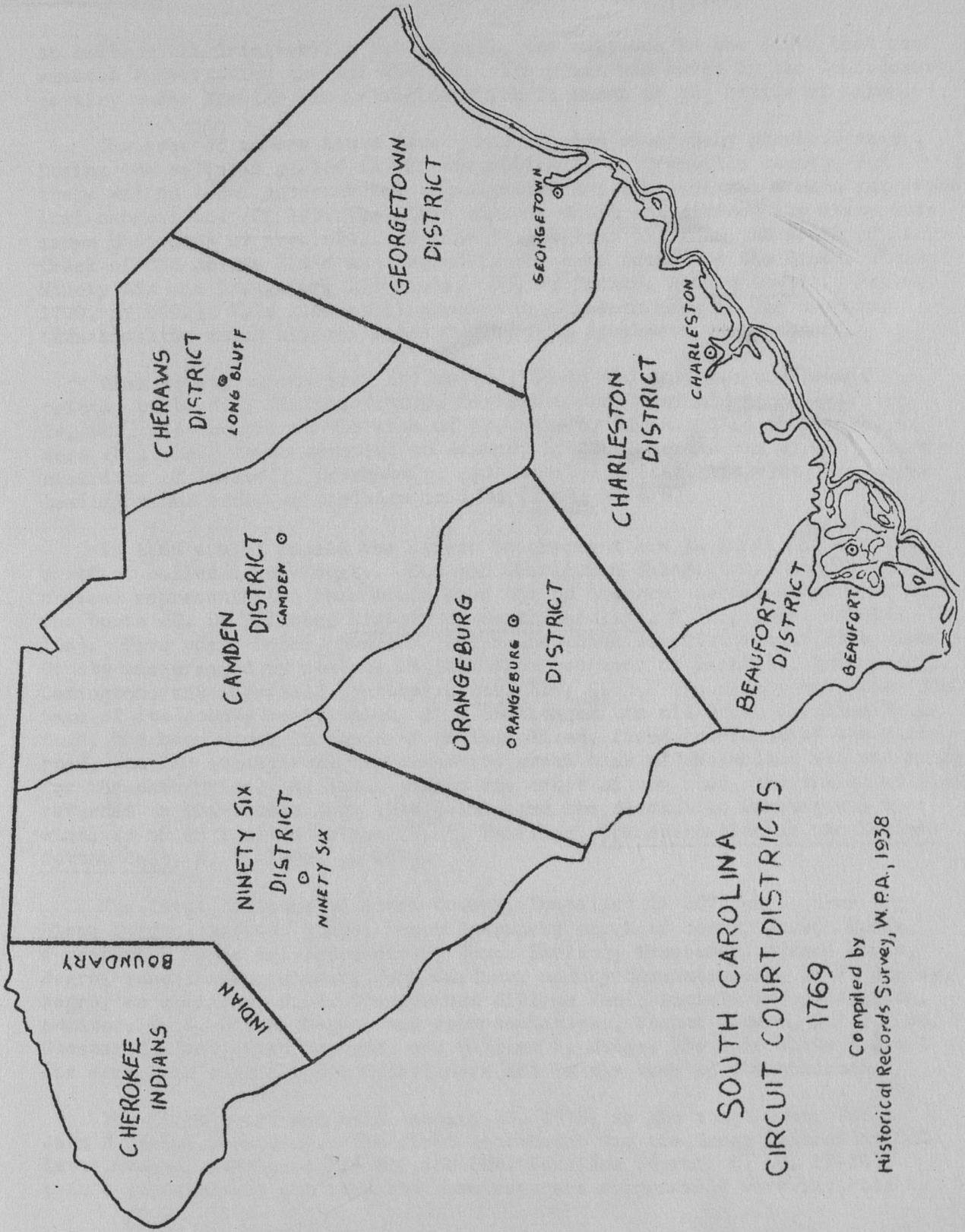
With the return of peace there was a rapid flow of ex-soldiers to vacant lands, and the invention of the cotton gin brought a new money crop to planters. Augusta flourished as a successful trade rival of the older metropolis Charleston, which, in the first quarter of the new century, suffered a severe economic depression. In the hope of alleviating this situation, the town of Hamburg was laid out on the South Carolina side of the river opposite Augusta, financed by a state loan to Henry Schultz, founder and promoter, secured by a mortgage on the town (Stat. VI, 477). As early as 1821 Schultz had been authorized to establish a warehouse and tobacco inspection at this site (Stat. VI, 159).

Eight years later Hamburg was chosen as the terminus of the first American steam railway, which was built from Charleston by capital subscribed in 1829 by Charleston business men. Completed in the fall of 1833, the road brought considerable importance to Hamburg. In 1822 the Bank of Hamburg had been chartered by Henry Schultz and others (Stat. VIII, 40), and in 1830 a branch of the Bank of the State of South Carolina was authorized to be established there (Stat. VI, 420). When chartered in 1835 (Stat. VI, 537), the town boasted a population of 1200 (Hammond, South Carolina p. 698).

On July 4, 1876, the centennial of national independence, Hamburg was the scene of the birth of the "Red Shirt" movement which ended the rule of carpetbagger and scalawag in South Carolina (A. B. Williams, Hampton and his Red Shirts, Charleston, 1935, p. 27). Hamburg has now ceased to exist.

Two other towns of economic significance in the development of Aiken County are Vaucluse and Graniteville, both in the famous Horse Creek Valley, one of the pioneer cotton mill regions of the South. William Gregg, after demonstrating that the poorly managed mill at Vaucluse could be put on a paying basis, acquired possession in 1843 with his brother-in-law. Three years later he began to build the Graniteville plant, with its almost 9,000 spindles and 300 looms. The hundred cottages clustered about the blue granite factory building was the first typical mill village in the South. (Broadus Mitchell, William Gregg, Chapel Hill, 1928, passim.)

During the closing days of the Civil War, Kilpatrick's raiders were sent



SOUTH CAROLINA
CIRCUIT COURT DISTRICTS

1769

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to destroy the Graniteville cotton mill, the only one in the South that ran without interruption through the war. The plant was saved by the Confederate cavalry under Wheeler, in an action which is known as the battle of Aiken.

The area of modern Aiken County has existed under many previous names. During the colonial period it was theoretically in Granville County, but there was no local governmental organization and the name was a mere geographical expression. In 1769 the first circuit court act divided the state into seven districts or precincts. A line from Silver Bluff to the mouth of Rocky Creek of the Saluda River and thence in the same course to the Broad, divided Ninety Six and Orangeburg Districts. (J. F. Grimke, Public Laws..., Phila., 1790, p. 269.) This line still appears upon modern maps in the diagonal township line which bisects Aiken County from southwest to northeast.

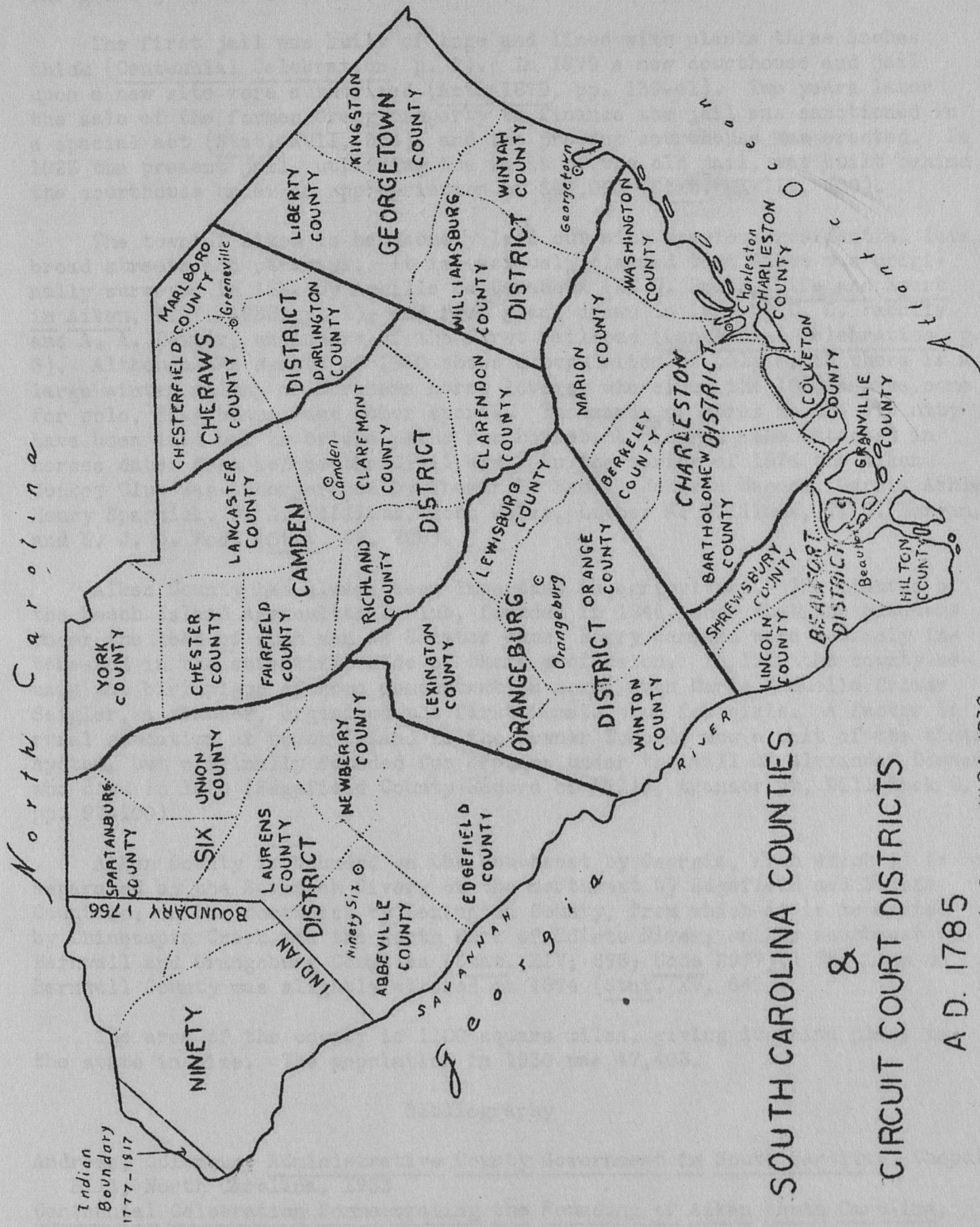
When county courts were set up in 1785 in the counties of these districts, portions of Winton, Orange, Lexington and Edgefield Counties (Stat. IV, 661, 664) comprised the area of present-day Aiken. When county courts were abolished, these counties on January 1, 1800, became the circuit court districts of Barnwell, Orangeburg, and Edgefield (Stat. VII, 284), to which Lexington was added by division in 1804 (Stat. V, 478).

In 1866 a bill passed the senate to create a new judicial and election district called Aiken County. But the Charleston delegation, fearing the increased representation this would give the up country, defeated the bill in the house (D. D. Wallace, History of South Carolina, N. Y., 1934, 4 vols. III, 136). Five years later, however, under the alien constitution of 1868, Aiken County was created by statute in 1871 from portions of Barnwell, Orangeburg, Lexington, and Edgefield Counties (Stat. XIV, 695). The county was given the name of its county seat, which, as a station on the old South Carolina Railroad, had been named in honor of William Aiken, first president of the railroad, who had successfully executed the great task of assembling men and money for the enterprise. As Aiken was on the crest of the road, the trains at first returned to Charleston from that point, and the descent to Hamburg was by windlass on an inclined plane (U. B. Phillips, Transportation in the Eastern Cotton Belt, N. Y. 1908, p. 158).

The first officers of Aiken County, installed in 1872 were: sheriff, Hiram Jordan; probate judge, Henry Sparnick; clerk of court, Joseph Quash, a respected Negro tailor; auditor, James Harling; treasurer, Simeon Beard, Negro; school commissioner, John Gardner; county commissioners, E. P. Stoney, Negro, as chairman, S. B. Spencer and William Peel; legislative delegation, senator, C. D. Hayne, Negro, and representatives, Prince Rivers, Sam J. Lee, Gloster Holland, also Negroes, and William B. Jones, the sole white member. For more than a year the commissioners met in the home of the chairman.

The first court was held January 13, 1873, in the courthouse, Judge John J. Maher presiding. The first courthouse was the Gregg mansion on Colleton Avenue, purchased for \$19,430 (Ms. Sessions' Journal A, pp. 12-13), such a questionable sum that the commissioners responsible were indicted by

For abbreviations and explanatory notes see pages 16, 17



the grand jury and several were convicted of embezzlement.

The first jail was built of logs and lined with planks three inches thick (Centennial Celebration, p. 9). In 1879 a new courthouse and jail upon a new site were authorized (Acts 1879, pp. 139-41). Two years later the sale of the former Gregg property to finance the jail was sanctioned in a special act (Stat. XVII, 554), and the present courthouse was erected. In 1923 the present jail, utilizing the walls of the old jail, was built behind the courthouse under an appropriation of \$40,000 (Stat. XXXIII, 300).

The town of Aiken is handsomely laid out with spacious residential lots, broad streets and parkways. It is variously claimed that Aiken was originally surveyed in 1832 by Achille de Caradeux (H. W. Smith, Life and Sport in Aiken, N. Y. 1935, p. 1); and from plans drawn in 1834 by C. O. Pacalis and A. A. Dexter, engineers of the first railroad (Centennial Celebration, p. 3). Although the census of 1930 shows a population of only 6,033 there is a large winter colony of Northern horse lovers, who since the 1880's have come for polo, drag hunts, and other sports. Thousands of acres in the vicinity have been laid out in bridle paths for horseback riders. The interest in horses dates from before the Civil War. In the spring of 1874 the Aiken Jockey Club was incorporated by Thomas G. Bacon, Johnson Hagood, Garris Ashley, Henry Sparnick, W. A. Williams, John McRay, Luther W. Williams, T. C. Morgan, and E. J. C. Wood (Stat. XV, 728).

Aiken County has always been important in agriculture. The minutes of the Beech Island Agricultural Club, founded in 1846, show that the planters under the lead of such men as Senator James Henry Hammond were actively interested in the scientific side of their profession. In 1910 the county became the birthplace of home demonstration work, when Marie Samuella Cromer Seigler, a teacher, organized the first tomato club for girls. A factor in rural education at Beech Island is the Downer School, now a unit of the state system, but originally founded for orphans under the will of Alexander Downer, who died in 1820 (Edgefield County Record of Wills, transcript, Will Book C, pp. 97-100).

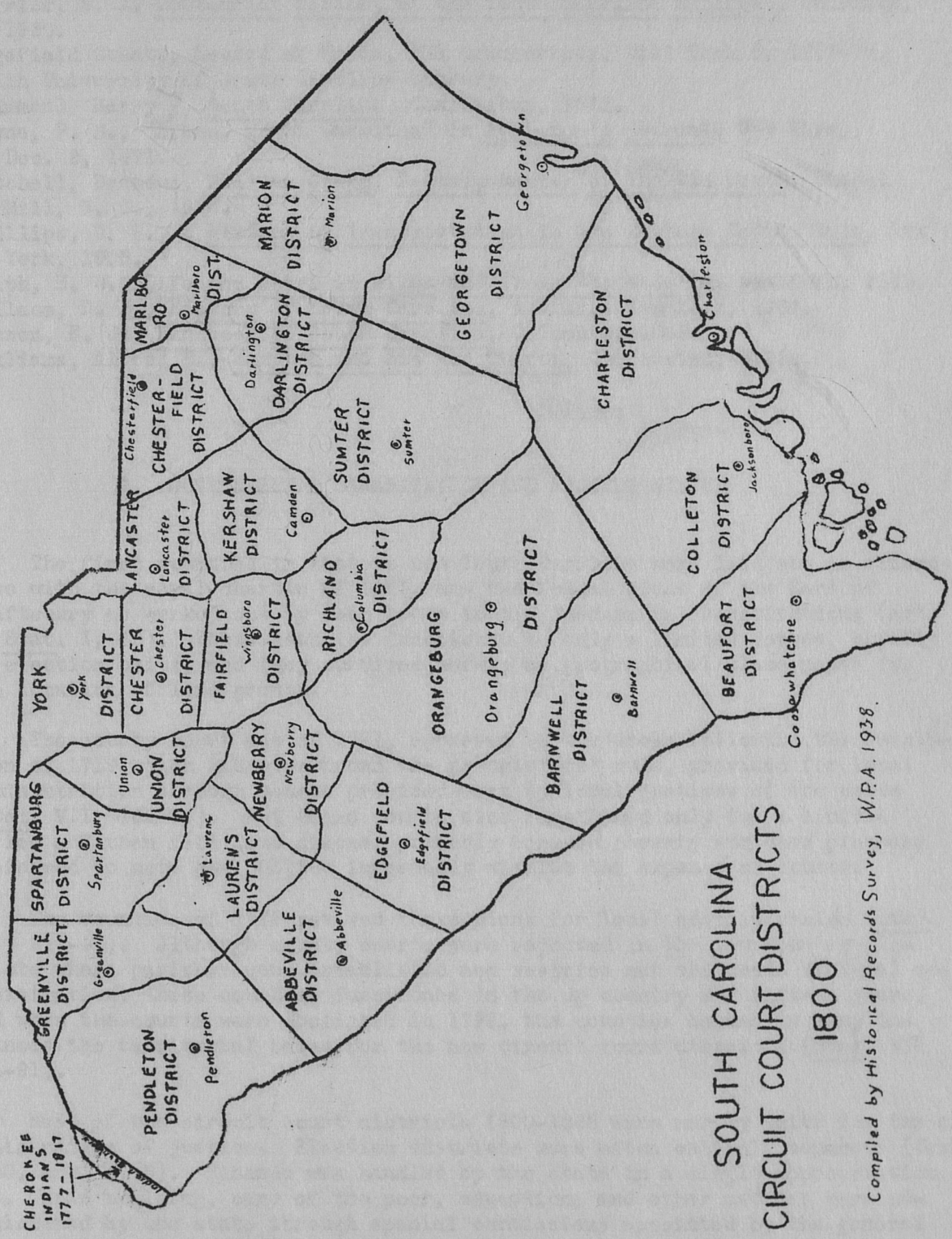
Aiken County is bounded on the southwest by Georgia, from which it is separated by the Savannah River; on the northwest by Edgefield and Saluda Counties; on the northeast by Lexington County, from which it is separated by Chinquepin Creek and the North Fork of Edisto River; on the southeast by Barnwell and Orangeburg Counties (Stat. XIV, 695; Code 2977). The line on Barnwell County was slightly altered in 1874 (Stat. XV, 649).

The area of the county is 1100 square miles, giving it third place in the state in size. The population in 1930 was 47,403.

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For abbreviations and explanatory notes see pages 16, 17



SOUTH CAROLINA
CIRCUIT COURT DISTRICTS
1800

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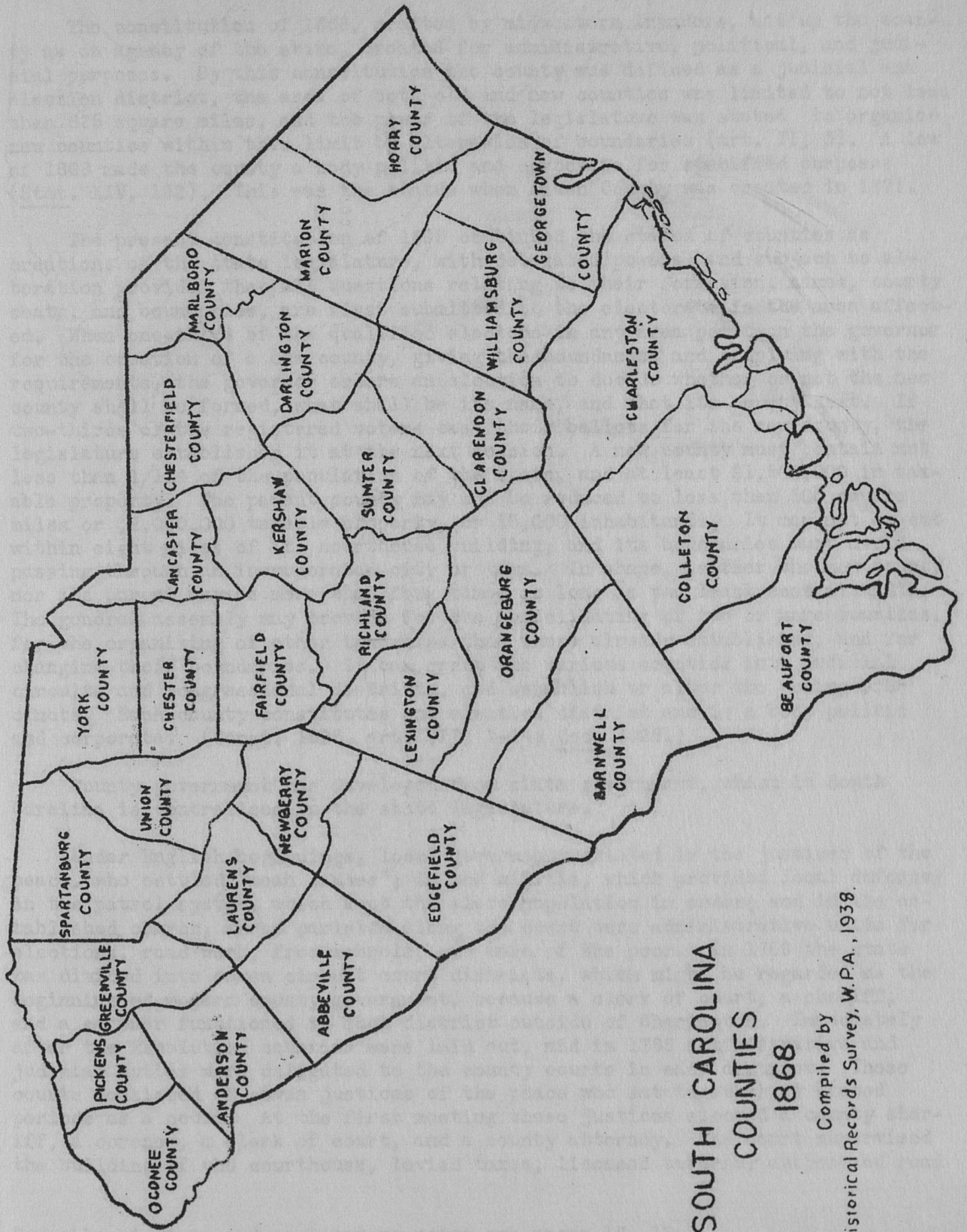
2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

The first counties in what is now South Carolina were laid out in accordance with the royal charter of 1665, and the feudal plans of the Earl of Shaftsbury as worked out by John Locke in the fundamental constitutions (art. 3, Stat. I, 43). These counties functioned to only a limited degree, chiefly as election units, and they survived merely as geographical place names for the location of land grants.

The county court act of 1721, approved by the crown following the revolution of 1719 which had overthrown the proprietors' rule, provided for local administration through courts presided over by local justices of the peace (Stat. VII, 166-76). But these courts also functioned only for a limited period and then fell into disuse, probably because poverty stricken pioneers preferred to mete out justice informally without the expense of courts.

The counties of 1785 revived these plans for local administration (Stat. VII, 211-42). Although county courts were rejected in the low country districts where parishes were established and vestries met the needs of local administration, these counties functioned in the up country for fifteen years, and when the courts were abolished in 1799, the counties became in many instances the territorial bases for the new circuit court districts (Stat. VII, 284-91).

Most of the circuit court districts 1800-1868 were merely units for the administration of justice. Election districts were often entirely separate (Const. 1790, art. I, 3). Finance was handled by the state in a single appropriation act. Road building, care of the poor, education, and other matters were administered by the state through special commissions appointed by the general assembly. The constitution of 1861 changed no essential. The constitution of 1865 made each judicial district an election district also (art. I, 3).



SOUTH CAROLINA
COUNTIES
1868

Compiled by
Historical Records Survey, W.P.A., 1938.

The constitution of 1868, drafted by midwestern invaders, set up the county as an agency of the state, created for administrative, political, and judicial purposes. By this constitution the county was defined as a judicial and election district, the area of both old and new counties was limited to not less than 625 square miles, and the power of the legislature was stated to organize new counties within this limit by alteration of boundaries (art. II, 3). A law of 1868 made the county a body politic and corporate for specified purposes (Stat. XIV, 132). This was the status when Aiken County was created in 1871.

The present constitution of 1895 continued the status of counties as creations of the state legislature, with delegated powers, and subject to alteration provided that all questions relating to their formation, names, county seats, and boundaries, are first submitted to the electorate in the area affected. When one-third of the qualified electors in any area petition the governor for the creation of a new county, giving the boundaries and complying with the requirements, the governor orders an election to decide whether or not the new county shall be formed, what shall be its name, and what its county seat. If two-thirds of the registered voters cast their ballots for the new county, the legislature establishes it at the next session. A new county must contain not less than 1/124 of the population of the state, and at least \$1,500,000 in taxable property. The parent county may not be reduced to less than 500 square miles or \$2,000,000 taxable property, or 15,000 inhabitants. It may not be cut within eight miles of its courthouse building; and its boundaries must avoid passing through an incorporated city or town. In shape, neither the new county nor its parent may be more than four times as long as the least central width. The general assembly may provide for the consolidating of two or more counties, for the organizing of other townships than those already established, and for changing their boundaries. It can group the various counties into judicial circuits and congressional districts, and establish or alter the voting precincts. Each county constitutes one election district and is a body politic and corporate. (Const. 1895, art. VII, 1-14; Code 3028.)

County government has developed from state government, which in South Carolina is centralized in the state legislature.

Under English beginnings, local government existed in the justices of the peace, who settled "mean causes"; in the militia, which provided local defense; in the patrol system, which kept the slave population in order; and in the established church, whose parishes along the coast were administrative units for elections, road work, free schools, and care of the poor. In 1769 the state was divided into seven circuit court districts, which might be regarded as the beginning of modern county government, because a clerk of court, a sheriff, and a coroner functioned in each district outside of Charleston. Immediately after the Revolution counties were laid out, and in 1785 administrative and judicial duties were delegated to the county courts in each district. These courts consisted of seven justices of the peace who sat together at stated periods as a court. At the first meeting these justices elected a county sheriff, a coroner, a clerk of court, and a county attorney. The court supervised the building of the courthouse, levied taxes, licensed taverns, authorized road

For abbreviations and explanatory notes see pages 16, 17

work, cared for the poor, and kept records of deeds, contracts, and court business. In 1787 it assumed the duties of the court of ordinary. In 1788 it elected a county treasurer, who remitted taxes and fines to the state treasury. Modified by the constitution of 1790, this system carried on local government until abolished in 1799.

Local administration was then resumed by the general assembly, which appointed commissioners, as need arose, to build the district courthouses, to care for the poor, to work on roads and to clear the streams. In 1811 school commissioners were appointed for each circuit court district to administer the state appropriations for free schools. Judicial functions were carried on by circuit law courts and courts of equity, by the courts of ordinary and the local magistrates. The local officials were the sheriff, the coroner, the clerk of court, the commissioner of locations, the ordinary, and the commissioner in equity, all of whom were state officers paid by a fee system and elected by the general assembly until, during the first quarter of the century, it delegated this duty to the local electorate. The constitution of 1868 set up a board of county commissioners (art. IV, 19) as the executive for local administration, and a school commissioner for schools (art. X, 2). By statute a county treasurer and an auditor were added to these for financial administration. A plan for townships as units of government was also enacted (Stat. XIV, 143), but this was repealed in 1870 (ibid. p. 313).

The system of county government instituted in 1868 did not develop along the lines intended because in 1890 the county board of commissioners lost constitutional status by an amendment, and the way was opened for wide variations in the county executive. Road building, purchases of supplies, and relief of the poor, were important functions of the county board; but its chief function was the supervision of expenditures of county funds collected by the county treasurer upon assessments by the county auditor. These three offices, together with the county school commissioner (because of his parallel position in the administration of school funds) formed the administrative group in county government. Judicial functions remained in the state circuit courts of general sessions and of common pleas, the latter assuming equity jurisdiction; in the probate court, which replaced the court of ordinary; and in the trial justices, who performed the duties of magistrates.

The constitution of 1895, under which the state now functions, made no change in administrative county government and did not restore the board of county commissioners to constitutional status. Every local concern of the county must be dealt with by law enacted in the state capital. State and county government are so closely interwoven that what is called county government is in fact the extension of a highly centralized state government to forty-six localities, where the details are in the hands of the county members of the state legislature, commonly called the legislative delegation. This group, through legislative power to change the county governing board, and through control of county supplies, developed as the chief administrative unit of county government, until in 1938 the constitutional limits of its powers were defined by the state supreme court (infra, p. 18). In spite of this restriction, the legislative delegation may be regarded as the central factor in county government.

In Aiken County the details of administrative county government are entrusted to a board of county commissioners consisting of three commissioners, each elected from one of three districts for a term of four years. The board elects one of its members as chairman, who acts as purchasing agent for the county, and all three commissioners countersign warrants for disbursement of county funds. The board has supervisory control of highways, bridges, and all county property. The department of public welfare created in 1937 (Acts, p. 496) will relieve the board of welfare duties. The state children's bureau created in 1924 has assumed responsibility for destitute children (Stat. XXXVIII, 1190; XXXV, 359; XXXVI, 1374). Since 1917 the state highway department (Stat. XXX, 321) has been taking county roads into the state system. The principal duty remaining to the county board of commissioners is the auditing of claims against the county and the purchasing of county supplies.

The funds necessary for county expenditures are raised by taxes assessed by the county auditor under the direction of the legislative delegation. The constitutional three-mill school tax (Const. 1895, art. XI, 6), poll tax, and special levies, are overshadowed by state funds from taxes under the jurisdiction of the state tax commission. Since the creation of this powerful body in 1915 (Stat. XXIX, 125), local taxation has diminished in relative importance. State, county and school taxes are collected by the treasurer, and, if under execution, by the sheriff. All warrants issued upon the treasurer are countersigned by proper officials.

The school system is a state system financed by the state for eight months of the year, and by the county for only one month. The teachers are state employees elected by school district trustees. The superintendent of education has full charge of the county system. In Aiken County he is not a member of the board of education, one of the three members of which is the chairman. Both the superintendent and the chairman must approve all school claims before they are paid by the treasurer.

Justice is administered by a variable number of magistrates; by the judge of probate, who also has jurisdiction over juvenile offenders; by the resident circuit judge, elected by the general assembly; and by the visiting circuit judges who preside at the regular terms of the state circuit courts. Appeals from the magistrates and the probate court may be taken to the circuit courts. In recent years these circuit courts have decreased in relative importance through the increased use of the federal district courts. Records of the circuit courts are kept by the clerk of court, who also registers deeds and many other records not connected with the courts.

The sheriff is the principal law enforcing officer, whose powers are legally shared by the coroner, now a part time official whose major duties at inquests may be performed in his absence by a magistrate.

The judge of probate, the clerk of court, the sheriff, and the coroner, after nomination in the primary, are elected by the county electorate at the regular elections.

For abbreviations and explanatory notes see pages 16, 17

The scope of administrative county government is being steadily enlarged through state and federal funds for public health, social security, and conservation of natural resources.

Under the bureau of rural sanitation of the state health department, public health services have been rendered since 1936 by the health district composed of Aiken County only. These services are chiefly concerned with maternal and child health, and control of venereal diseases, tuberculosis, hookworm, and malaria. Certificates of births and deaths are made by local registrars appointed by the bureau of vital statistics of the state board of health. By order of the state board of health, the clerk of court is required to keep duplicate certificates and to certify the number to the state department before the registrars may be paid by the county treasurer.

The farm and home extension service, "the contact agency between the farm people, the state colleges of agriculture and home economics and the U. S. Department of Agriculture" is administered from headquarters at Clemson College. Home demonstration is carried on through Winthrop College. Negro extension work is under the Colored Normal, Industrial, Agricultural and Mechanical College. (J. E. Hunter, ed, Legislative Manual, Columbia, 1938, p. 238.)

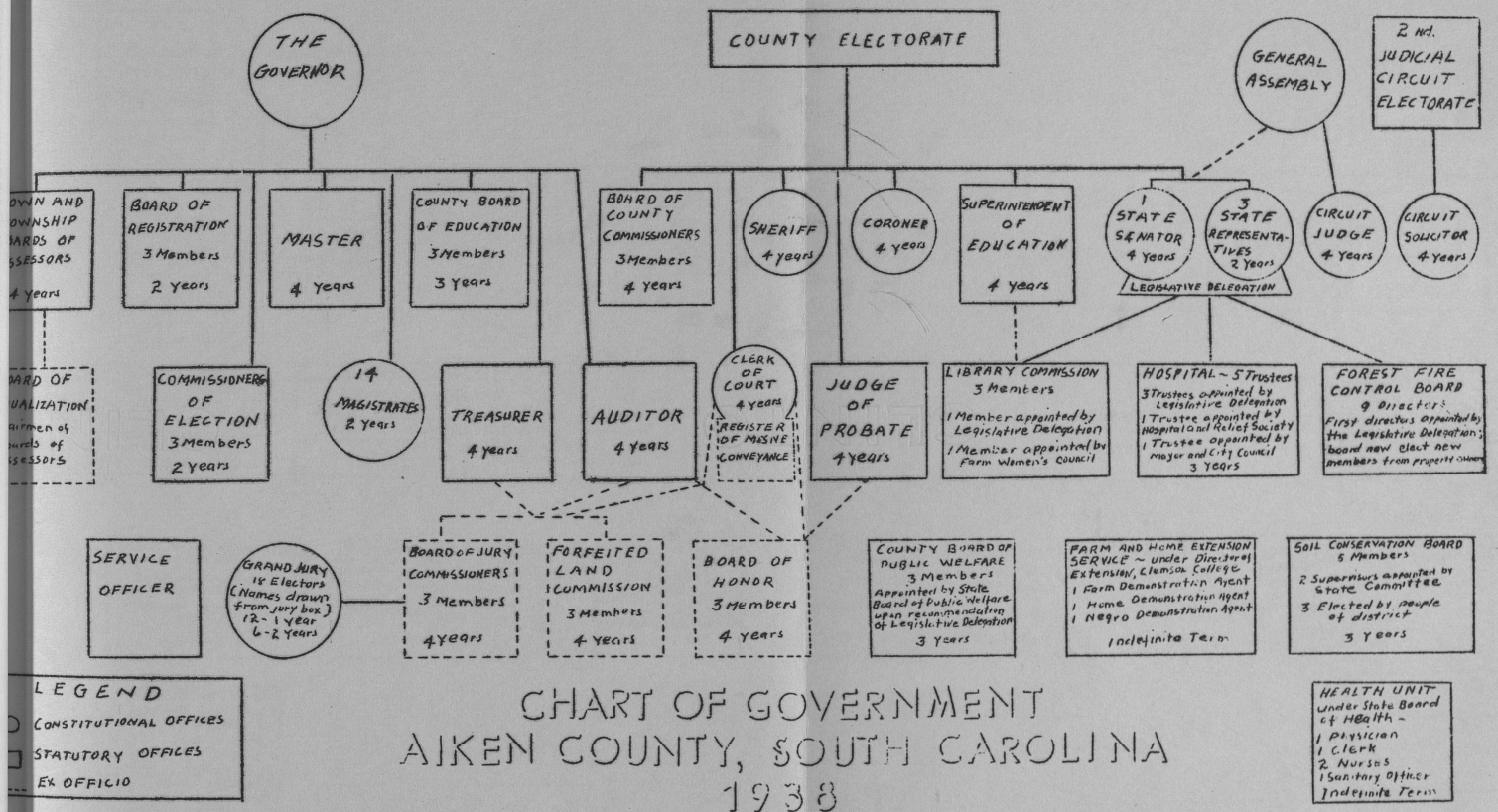
The records system of Aiken County is based upon the general plan of preserving the original papers of record in files, and making abstracts or transcripts in volumes. The county board is required to furnish record books, supplies, and equipment adequate to the needs of each office (Code 3877). The quality of paper, ink, typewriter ribbons, and bindings, ensure permanence of the records.

By law, returns for taxation may be destroyed after five years (Code 2733). Since tax liens expire in ten years (Code 2863), tax receipts (Code 2795) need not be preserved for a longer period. A general law of 1937 provides that when any county is confronted with the problem of caring for obsolete records, they may be removed to the University of South Carolina, at Columbia (Acts, p. 402).

The code requires indexing to be alphabetical, in most cases direct and cross. The Cott system of indexing, sub-indexed by family name, is used for mesne conveyance registrations, and is practically the only example of the use of loose leaf volumes. Penalties have been provided by law for the non-keeping of certain records (Code 8709; Circuit Court Rule I, Code I, 1241), and officials are required to give surety bonds which may be sued upon by the public when aggrieved by the non-performance of duty (Code 3054). In general both the records and duties of county officers are prescribed by law, and penalties are provided for certain violations (Code 1508, 1592). Each official receives a copy of the acts every year and a set of the code at each revision every ten years. As the county retains an attorney to give legal advice, every official may know what is required for his office. The state attorney general and the circuit solicitors are required to report any negligence of official duties (Code 3131).

There is no duplication of records, except as required by law.

For abbreviations and explanatory notes see pages 16, 17



3. HOUSING, CARE, AND ACCESSIBILITY OF THE RECORDS

The records of Aiken County are housed in the courthouse, in the adjoining fireproof annex, in the county commissioners' office building, and in the adjacent county warehouse. In addition the hospital and the library house their own records.

The present courthouse on Park Avenue was erected in 1881, and although built of brick was not fireproof. The offices were on the ground floor and the court room on the second floor, with a small portico in front. As the quantity of records soon outgrew the capacity of the courthouse, the fireproof annex was erected in 1902 at a cost of \$8000 (Stat. XXIII, 1111), and was occupied by the two principal records offices, the clerk of court and the judge of probate. The superintendent of education is also quartered there. The courthouse was remodeled in 1934, and completely modernized with tile floors, so that now it may be rated semi-fireproof. In 1937 the annex was remodeled and improved, so the county now possesses one of the most adequate and best equipped records depositories in the state.

Most of the records of the clerk of court are in the record room, which is 21' x 20', and has a tile floor and metal window shutters. The walls are lined with file boxes and roller shelves. There are also filing tables for the use of visitors. Part of the records are in the main office, which is 20' x 20'. This room also has metal shutters. One wall is lined with steel roller shelves and file boxes. At present most of the equipment is filled to capacity, but a large room recently added will be equipped in October, and all the records will be rearranged.

The judge of probate has two offices. The records are all stored in the outer office, which is 20' x 20', with a tile floor and iron shutters. The records are stored on metal roller shelves and in file boxes. Two large tables are at the disposal of visitors. The records are well cared for.

The master keeps his current records in his law office in the Croft Building on Laurens Street; several volumes are in the clerk of court's office, and the older ones are in a safe in the superintendent of education's office.

As elsewhere in the state, magistrates' dockets are usually lost. A few old ones were found in the hall of the annex building in an old washstand under the staircase. The current ones were in the treasurer's office at the time the check was made, but they will be given back to the magistrates as soon as audited.

The sheriff has two rooms and a small vault at the right of the ground floor entrance of the courthouse. Some of the records are kept in the main office, which is 20' x 24'. The vault in which a few records are kept, is built out in the main office. The smaller room, 20' x 6' is used mostly for

the collection of delinquent taxes. The older records are stored in the warehouse.

All of the coroner's records are in the sheriff's office, except the current volume which is at his home on Columbia Drive.

The auditor has two rooms, 18' x 30' and 12 $\frac{1}{2}$ ' x 14 $\frac{1}{2}$ '. The current records are stored in the main office on roller shelves. The older records are in the warehouse in large wooden boxes.

The treasurer has two offices and a small vault on the ground floor of the courthouse. The rooms are 18' x 30' and 12 $\frac{1}{2}$ ' x 14 $\frac{1}{2}$ '; the vault is built out into the larger room. Some of the records are stored in the larger office and vault, others are in the warehouse, and the duplicates for about ten years are in the sheriff's smaller office.

The superintendent of education has three rooms, one in the rear of the old annex and two adjoining in the recent addition. The outer office is used by the adult teachers and as a waiting room. The records are kept in the middle office in file drawers and on shelves; a few are stored in the warehouse.

The health unit has ample space on the second floor of the recent addition to the annex. Equipment is sufficient for the needs, and records are well cared for.

Because of the volume of administrative county business, and the resulting need of storage space for supplies, the county commissioners office, a 30' x 50' brick building erected in 1910 on Williamsburg Street, was purchased in 1926. The adjacent brick warehouse is on the railroad for convenience in handling freight.

The clerk to the commissioners occupies an office 16' x 50' in which all the current records are stored. The office is equipped with a large safe and a steel rack on which the cardboard files are kept. The older records are stored in a large wooden box in the warehouse.

As a whole the records of Aiken County are well cared for, and all are easily accessible except the ones in the warehouse. Each office has several windows and drop lights from the ceiling; the lighting is adequate and the ventilation is good. The courthouse and annex, recently remodeled and repainted, are very clean at present, but as they are built on a corner lot, with the streets to the front and side not paved, a certain amount of dust has to be combatted, especially when the traffic is heavy. As a majority of the factories are in Horse Creek Valley, several miles from the town, the atmosphere is not affected very much by soot, except that which comes from the residential sections and the trains. All the officers were very courteous and gave the workers all the cooperation possible.

4. ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

<u>Acts</u>	<u>Acts and Joint Resolutions of the General Assembly of South Carolina</u> (see explanatory note)
admr.....	administrator
alph.....	alphabetical or alphabetically
approx.....	approximate or approximately
arr.....	arranged or arrangement
art.....	article
bd.....	board
chron.....	chronological or chronologically
co.....	county
<u>Code</u>	<u>Code of Laws of South Carolina 1932</u>
<u>const.</u>	<u>constitution of South Carolina</u> (see explanatory note)
cont'd.....	continued
CWA.....	Civil Works Administration
ed.....	editor
exor.....	executor
FERA.....	Federal Emergency Relief Administration
f. b.....	file box
f. d.....	file drawer
hdw.....	handwritten
HJ.....	House Journal
<u>ibid</u>	ibidem, the same reference
<u>infra</u>	below, following page in this book
JCHA.....	Journal of Commons House of Assembly
JGA.....	Journal of General Assembly
JGC.....	Journal of Grand Council
ms.....	manuscript
n. d.....	no date given
n. p.....	no place of publication given
no., nos.....	number, numbers
numer.....	numerical or numerically
p., pp.....	page, pages
passim.....	here and there, everywhere
PR.....	Public Records (see explanatory note)
<u>S. E.</u>	<u>Southeastern Reporter</u>
<u>sic</u>	just as given
SJ.....	Senate Journal
<u>Stat.</u>	<u>Statutes at Large of South Carolina</u> (see explanatory note)
<u>supra</u>	above, previous page in this book
supt.....	superintendent
treas.....	treasurer
twp., twps.....	township, townships
U. S.....	United States
vol., vols.....	volume, volumes
WPA.....	Works Progress Administration
x.....	by

..... current
! feet

Dates assigned for origin of offices are sometimes arbitrary; the evolution in full is traced in Inventory of the County Archives of South Carolina, No. 10, "Charleston County."

Exact titles of records are written in solid caps without parentheses. In the absence of titles, descriptive titles have been assigned, which are written in solid caps and enclosed in parentheses. If a record title is not descriptive of the contents of the record, an assigned explanatory title, written with initial caps and enclosed in parentheses, has been added.

Figures or letters in parentheses, following the number of volumes or file boxes, indicate the labeling of a record.

Unless otherwise specified it may be assumed that:

- All records are in good condition;
- All locations are in courthouse in office to which records belong;
- All dimensions are in inches, in the sequence of height, width, thickness;
- All page numbers and book dimensions are average unless limits of variation are given;
- All indexing is alphabetical;
- All index entries follow immediately the material indexed;
- All dates are inclusive, but frequently overlap.

Citations from the code give number of section unless volume and page are indicated; citations from the statutes are for first editions except vol. XII, a reprint of 1874.

Public Records, 1663-1782, is a series of transcripts in 36 volumes, in the office of the Historical Commission, World War Memorial, Columbia; the first three volumes have been published in facsimile by the Commission under the explanatory title Records in the British Public Record Office Relating to South Carolina (Atlanta, 1928, 1929, 1931).

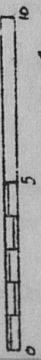
Acts and Joint Resolutions of the General Assembly of the State of South Carolina are issued after each session of the legislature; they are bound together in groups to form volumes of the Statutes at Large. Acts of 1937 and 1938 together constitute the fortieth volume of Statutes.

The constitutions under which South Carolina has been successively governed are: The Fundamental Constitutions of Carolina (1670-1719) by John Locke; The British Constitution (1670-1776); The Constitution of South Carolina 1776; The Constitution of South Carolina 1778; The Constitution of the State of South Carolina 1790; The Constitution of the State of South Carolina 1861; Constitution of South Carolina 1865; Constitution of the Commonwealth of South Carolina 1868; Constitution of the State of South Carolina 1895.

MAP OF

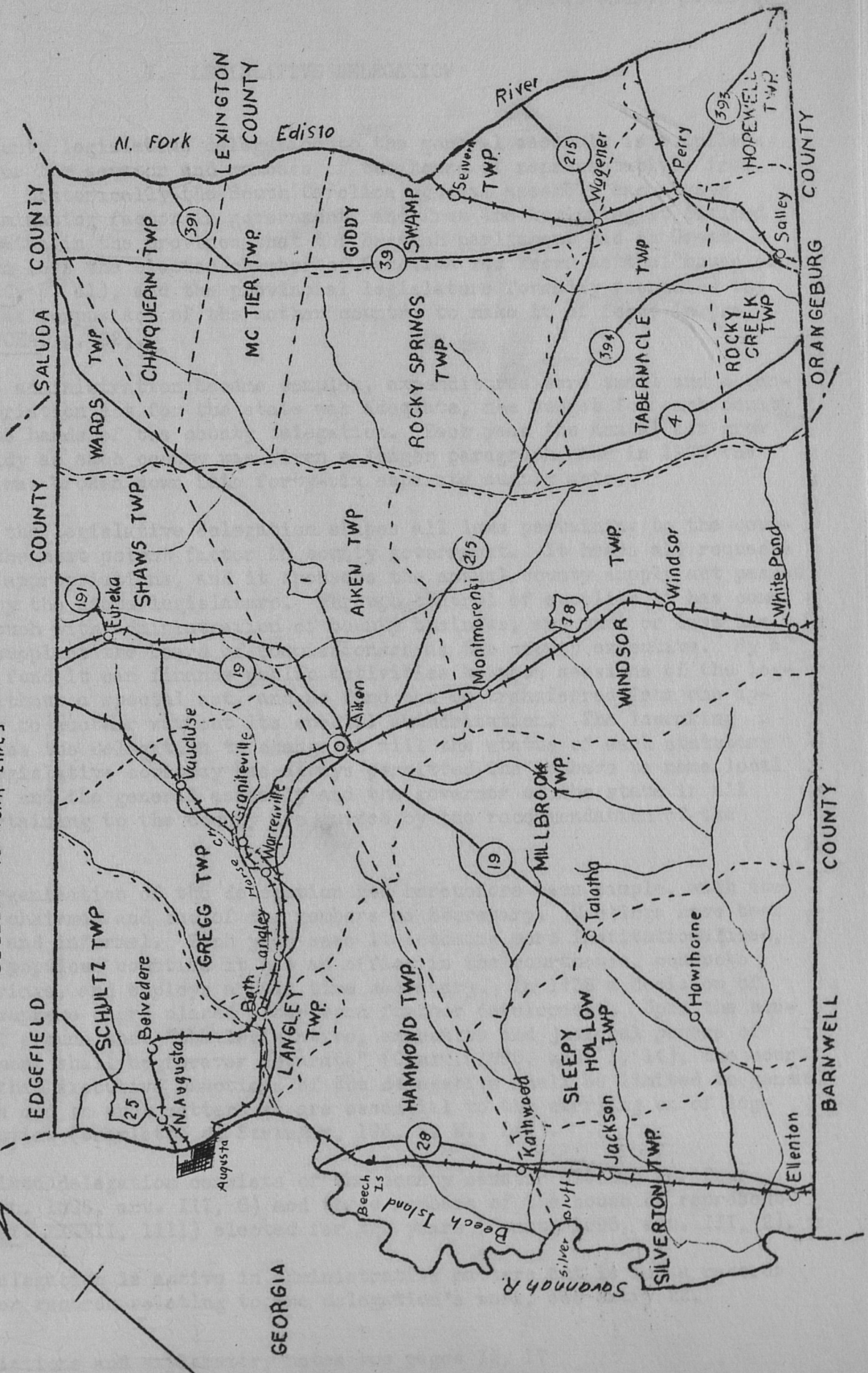
AIKEN COUNTY

SCALE



LEGEND

- Streams
- Railroads
- U.S. Highways
- State Highways
- Township Lines



I. LEGISLATIVE DELEGATION

The county legislative delegation to the general assembly is a collective term for the senator and members of the house of representatives from the county. Historically the South Carolina general assembly has always been the dominating factor in government, and from the beginning it claimed the same status in the province that the British parliament had in Great Britain. In 1692 the elected chamber of Carolina was known as the "house of Commons" (JGC, p. 41), and the provincial legislature formally reenacted the famous Habeas Corpus Act of the mother country to make it of force in the province (JCHA, p. 22).

Before administration became complex, expenditures were small and a general appropriation act for the state was adequate, the budget for each county being in the hands of the county delegation. Each year the annual act grew more unwieldy as each county was given a longer paragraph, and in 1920 the single act was broken down into forty-six separate supply acts.

Since the legislative delegation shapes all laws pertaining to the county, it is the most potent factor in county government. It hears all requests for county appropriations, and it sponsors the annual county supply act passed each year by the state legislature. Through control of supplies it has come in close touch with administration of county business, and more or less has tended to supplant the board of commissioners as the county executive. By a contingent fund it can finance public activities between sessions of the legislature without a special act, and no fund can be transferred from one appropriation to another without its special authorization. The lawmaking power enables the delegation to change at will the status of each statutory office. Legislative courtesy has always permitted the members to name local appointees; and the general assembly and the governor of the state in all matters pertaining to the county are guided by the recommendation of the delegation.

The organization of the delegation has heretofore been simple, with the senator as chairman and one of the members as secretary. Meetings have been unofficial and informal. Each year sees it becoming more institutionalized, and in the populous counties it has an office in the courthouse, conducts public hearings, and employs a full time secretary. In 1938 a decision of the state supreme court placed a bar upon further development. Upon the constitutional ground that "the legislative, executive and judicial powers of the government shall be forever separate" (Const. 1895, art. I, 14), the court has ruled that executive functions of the delegation shall be limited to general supervision and to such matters as are essential to the carrying on of legislative duties (Bramlette v. Stringer, 195, S. E., 257).

The Aiken delegation consists of the county senator elected for four years (Const. 1895, art. III, 6) and three members of the house of representatives (Stat. XXXVII, 1111) elected for two years (Const. 1895, art. III, 2).

The delegation is active in administrative matters but is not a records office. For records relating to the delegation's work, see entry 22.

For abbreviations and explanatory notes see pages 16, 17

II. BOARD OF COUNTY COMMISSIONERS

In South Carolina the board of county commissioners dates from the constitution of 1868 (art. IV, 19), which created it to perform administrative duties previously performed by various special commissions that cared for the poor (Stat. V, 175-76), built roads and bridges (Stat. V, 399; VII, 299; IX, 274, 293), and erected the public buildings (Stat. V, 535; VI, 321). In Aiken County the board was created in 1871 by the act creating the county (Stat. XIV, 695-96).

When the constitutional status of the board was repealed by an amendment in 1890 (Stat. XX, 649-50), the way was cleared for a system which went into effect in 1895. The county government act of 1894 provided for each township a board of three commissioners, appointed by the governor. The chairmen of these township boards, with an elected supervisor as chairman, constituted the county board of commissioners. (Stat. XXI, 481-91, 756.) In 1898 a new plan provided for Aiken County a board formed of an elected supervisor and two commissioners appointed by the governor on nomination of a majority of the legislative delegation (Stat. XXII, 862). The next change ten years later divided the county into four districts and provided for a board to consist of a chief commissioner elected for two years, and four district commissioners appointed by the governor upon recommendation of the legislative delegation for a term of two years (1908, Stat. XXV, 1186).

In 1912 a highway commission was created, consisting of three men appointed by the grand jury and approved by the judge of the second circuit. It was given full jurisdiction of highways, public roads, bridges, ferries, chain gangs, tools and equipment; and the clerk of the county commissioners served as the clerk. (Stat. XXVII, 852.) In 1913 it was abolished and all duties devolved upon the board of commissioners (Stat. XXVII, 131).

The present form of county government was established in 1920, to be administered by three commissioners elected by the voters from three districts (Stat. XXX, 842; XXXI, 1055), to serve a term of four years (1932, Stat. XXXVII, 1385). Each district commissioner has jurisdiction and control over the township road funds for his district (Code 3906). The board elects a member as chairman, and issues the warrants for the disbursements of all county funds except those for schools. The chairman receives a monthly report from the county treasurer (Code 3863), showing what funds are available for county purposes. He also has charge of the purchase of supplies, which, with minor exception, must be made through competitive bids. The commissioners have supervisory management and control of the chain gang, highways, bridges, and other property belonging to the county, including vehicles, stock, and poor farm (Code 3908).

The chief duty of the board of commissioners is to audit the claims against the county. Each bill must be submitted, itemized, upon a printed form called a claim, accompanied by affidavit. The board is required to keep proper books of account of all expenditures, and to publish each month a statement of such expenditures in one of the county newspapers (Code 3913). The

board has charge of the dieting of convicts other than those in the jail (Code 3836, 3844), and is responsible for the chain gang, which is maintained for road work. Paupers and the poor are also under its supervision (Code 3848-49). The board makes an annual report to the court of general sessions on the disbursements of county funds (Code 3824). For aid in performing all these duties the board employs a clerk (Code 3823, 3918), a county attorney, a county physician, a road builder, and a road officer.

The clerk carries on the clerical duties of the office. As clerk of the county warehouse, he has charge of all county supplies. He files all original numbered claims (Code 3872), keeps the minutes of the board meetings (1868, Stat. XIV, 129; Code 3867), a file book of claims approved (1882, Stat. XVII, 891; Code 3872), and stubs of warrants issued. In addition to such books, journals, and ledgers for county accounts as are prescribed by the comptroller general (Code 3876), he also keeps for his own information a parallel set of books showing even more complete details of every phase of county business. All records of the office are open to inspection by the public (Code 3867).

The county attorney is a practicing member of the local bar, who is paid an annual retainer for legal advice to the county officers. He is a part time county employee rather than an official (Code 3042). He is required to attend all meetings of the board, to advise the board at all times when called upon, and to represent the county in all suits affecting it (Acts 1908, p. 1214; 1913, p. 135; Code 3919).

The county physician is another part time county employee, who receives an annual retainer to attend paupers and convicts only (1907, Stat. XXV, 666, Code 3847), and is not connected with the public health unit.

The commissioners employ a road builder to serve a term of two years. He has direct control and superintendence of the road force for building and repairing the roads in the county, with authority to maintain the chain gangs and to employ guards and bosses for them (1920, Stat. XXXI, 1056; Code 3910).

Since 1924 the commissioners have appointed the road officer, who is under their direction (Stat. XXXIII, 1290). He has the same powers as a deputy sheriff but gives special attention to the enforcement of traffic laws (Stat. XXXII, 129).

The records of the soil conservation board are kept in this office, see entries 293 and 294.

Minutes and Reports

1. MINUTES, 1872-87, 1895--. 5 vols. Title varies: Ledger. 1888-94 in Highway Commissions Minutes, entry 2.

Record of transactions of the board of county commissioners, giving a synopsis of the work discussed at their monthly meeting, list of claims approved, and other business disposed of. Also shows, Settlement Book, 1873-76, entry 7. Arr. chron. No index. Hdw., 1872-1931; typed and pasted, 1932--. 500 to 994 pp. 16 x 11 x 2 to 16 x 12 x 7. 3 vols., 1872-1915, warehouse.

For abbreviations and explanatory notes see pages 16, 17

2. HIGHWAY COMMISSIONS MINUTES, 1888-94, 1912-13. 1 vol. Discontinued. Record of the meetings of the highway commissioners, 1912-13, entered by clerk of county commissioners, as ex officio clerk of highway commission. Also contains Minutes, 1888-94, entry 1, of the board of county commissioners. Arr. chron. No index. Hdw. 613 pp. 16 x 12 x $2\frac{1}{4}$. Warehouse.

3. TREASURER'S REPORTS, 1924--. 1 f. b. and 1 bundle. Financial statements issued by the county treasurer each month, showing sums available for county expenditures. Arr. chron. No index. Hdw. on printed ruled form. F. b., $12\frac{1}{2}$ x 5 x $16\frac{1}{2}$; bundle, 9 x 4 x 4. 1 bundle, 1928-29, warehouse.

4. MAGISTRATES' REPORTS, 1914--. 9 f. b. and 3 bundles. Reports to board of county commissioners, showing number of cases, amount of fines collected by each magistrate in his district, number of cases turned over to criminal court, and receipts from county treasurer. Arr. chron. No index. Hdw. on printed form. F. b., 11 x 5 x 24 to $12\frac{1}{2}$ x 5 x $16\frac{1}{2}$; bundles, 9 x 4 x 4. 6 f. b. and 3 bundles, 1914-29, warehouse.

For auditor's record, see entry 213; for treasurer's receipts, see entry 240; for treasurer's record, see entry 242.

Claims and Warrants

5. (CLAIMS), 1906--. 79 f. b. Original claims, showing serial number, date, name and address of claimant, and whether for supplies or services, with itemized bills and affidavits of claimants. Arr. numer. by claim no. under years. Indexed in Settlement Book, entry 7; and in (Card Index), 1929--, entry 6, Hdw. on printed form. 11 x 5 x 24. 40 f. b., 1906-26, warehouse.

6. (CARD INDEX), 1929--. 2 f. b. General index to county claims, entry 5, showing date of claim, warrant number, amounts of claim and of warrant. Arr. alph. by name of claimant. Typed. 5 x 7 x $16\frac{1}{2}$.

7. SETTLEMENT BOOK (Claim Register), 1876--. 8 vols. Missing: 1882, 1888-91. Title varies: File Book of Claims; Journal. 1873-76 in Minutes, entry 1. File book serving also as index to (Claims), entry 5, showing, with slight variations, number of claim, name of claimant, and amount due. Also shows, 1879-80, payment of past due school claims; and Record of Teachers Certificates, 1899-1907, entry 258. Arr. numer. by claim no. No index. Hdw. on ruled form. 500 to 800 pp. $15\frac{1}{2}$ x 10 x $1\frac{1}{2}$ to 19 x 12 x $2\frac{1}{2}$. 6 vols., 1876-1930, warehouse.

For treasurer's parallel record, see entry 238.

8. CHECK BOOK (Clerk's Contingent Fund), 1928-31. 3 vols. Discontinued.

Stub record of warrants, showing date, name of payee, amount; these were issued by clerk of county commissioners, for a time authorized to pay petty accounts from a contingent fund, now discontinued. Arr. numer. No index.

For abbreviations and explanatory notes see pages 16, 17

Hdw. on printed form. 250 pp. $9\frac{1}{4}$ x $4\frac{1}{4}$ x 1.

For record of checks issued on clerk's contingent fund, see entry 30.

9. (CHECK BOOK - HIGHWAY BONDS), 1926-29. 1 vol. Discontinued. Stubs of county checks from state highway bond account for sums paid for right-of-way, engineering, advertising and printing of bonds, showing number and date of check, name of claimant, purpose, and amount. Arr. numer. by check no. No index. Hdw. on printed form. 81 pp. 11 x 13 x 1. Warehouse. For treasurer's record of highway bond account, see entry 238.

10. (CHECK STUBS), 1936--. 2 vols. Stubs of checks issued by county commissioners for labor and supplies for the county, showing date and number of check, to whom issued, amount, and purpose. Arr. chron. No index. Hdw. on printed form. 50 pp. $9\frac{1}{4}$ x $13\frac{3}{4}$ x $\frac{1}{4}$.

Bookkeeping Records

11. JOURNAL OF EXPENDITURES (inside title; also referred to by clerk as "split sheet ledger"), 1936--. 1 vol. Last entry Jan. 1938. File book of monthly expenditures of the county by warrant, kept in conjunction with (Ledger), entry 12, for system begun in 1936, showing date issued, serial number, to whom drawn, explanation, and amount. Also has columns for each account for which appropriations have been made in the supply act, showing key symbol and name of account; short "split sheets" are inter-leaved to carry columns for sundries, and blanks for special items as needed, because the headings are too numerous for the page. Arr. numer. by claim no. No index. Hdw. on printed ruled form. 550 pp. $12\frac{1}{2}$ x 18 x $3\frac{1}{2}$.

12. (LEDGER), 1936--. 2 vols. Last entry Jan. 1938. Ledger kept in conjunction with Journal of Expenditures, entry 11, for system begun in 1936, showing monthly for claims under each appropriation symbol, date of claim, amount of expenditures, amount of appropriation (original, additional, total); total expenditures and balance for month and year. Arr. chron. under symbol for account. No index. Hdw. on printed ruled form. 400 pp. $9\frac{3}{4}$ x $12\frac{1}{2}$ x $1\frac{3}{4}$.

13. LEDGER, 1876--. 16 vols. Missing: 1872-75, 1916. General ledger giving full information of county expenditures in detail, kept as a parallel to the system begun in 1936, entries 11 and 12, showing, 1876-1921, date, check number, amount, for both debit and credit; 1922--, date, number of claim, name, purpose, amount; also monthly and yearly trial balance. Arr. chron. under accounts; 1922--, under key symbol. No index. Hdw. on ruled form, 1876-1922; typed loose leaf, 1922--. 500 to 1100 pp. 17 x 12 x $1\frac{1}{2}$ to 9 x 11 x 4. 12 vols., 1876-1928, warehouse.

14. (RECEIPTS), 1929--. 1 vol. Record of unused funds and supplies returned to the county commissioners with receipts from county treasurer for money turned over to him for same, showing for each credit the date, from what source, and amount. Arr. chron. No in-

For abbreviations and explanatory notes see pages 16, 17

dex. Hdw. on ruled form on one side of page, with pasted receipts facing.
100 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

Supplies and Contracts

15. CHARGES AND ORDERS (Deposit Tickets), 1929--. 8 f. b., and current loose.
Original charge and order tickets of supplies issued to the different departments of the county by the warehouseman and entered each month in the (Stock Journal), entry 16. Arr. numer. by no. of ticket. No index. Hdw. on 3 x 5 ticket. 11 x 5 x 24. 7 f. b., 1929-37, warehouse.
16. (STOCK JOURNAL), 1924--. 7 vols.
Orders issued in three copies by the clerk to different departments for supplies in warehouse, showing date, items, key symbol of account to which charged, and whether for supplies, parts or labor. Arr. chron. No index. Hdw. on printed form. Loose leaf 9 $\frac{3}{4}$ x 12 x 2 to 9. 5 vols., 1924-31, warehouse.
17. SINGLE ENTRY LEDGER (Stock Inventory), 1930--. 1 vol.
Shows itemized inventory of stock in warehouse at beginning of each fiscal year. Arr. chron. No index. Hdw. on ruled form. 186 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.
18. LETTERS - COURTHOUSE, 1934--. 1 letter file.
Bids and booklets from different concerns for furniture to be used in the courthouse. Arr. chron. No index. Typed and printed. 12 x 11 $\frac{1}{2}$ x 3.
19. LETTERS - BIDS, 1930. 1 letter file.
Bids for various supplies to be used by the county, with correspondence and booklets concerning them. Arr. chron. No index. Hdw., typed, and printed booklets. 12 x 11 $\frac{1}{2}$ x 3.
20. LETTERS - BILL OF LADINGS, QUOTATIONS AND CONTRACTS, 1929--.
1 letter file.
Original bills of lading, quotations and contracts received by county commissioners for various and sundry purposes. Arr. alph. by name of consignor. No index. Hdw. and typed on printed form. 12 x 11 $\frac{1}{2}$ x 3.
21. MISCELLANEOUS (Papers), 1907, 1924--. 1 f. b.
Miscellaneous papers, including titles to real estate, county officers' bonds, automobile policies, agreements, contracts, petitions, grand jury presentments, and other documents. No arr. No index. Hdw. and typed on printed form. 12 $\frac{1}{2}$ x 5 x 16 $\frac{1}{2}$.
For other grand jury presentments, see entry 90.
22. (APPROPRIATIONS), 1926--. 1 f, b.
Copies of appropriation acts passed by the general assembly, estimate of county expenses and various papers relating to matters handled by the legislative delegation. Arr. chron. No index. Typed, hdw. on printed form, 12 $\frac{1}{2}$ x 5 x 16 $\frac{1}{2}$.

For abbreviations and explanatory notes see pages 16, 17

Bonds and Notes

23. BONDS, 1920--. 2 vols. Title varies: Double Entry Ledger. Record of bond issues, showing date of issue, district bonded, number of bonds, amount, rates, maturity, interest per year, premium, accrued interest, sinking fund, registered, authorized, remarks. No arr. No index. Hdw. on printed ruled form. 138 to 200 pp. $12 \times 7\frac{1}{2} \times \frac{1}{2}$ to $8 \frac{3}{4} \times 14 \times 1$.

24. CANCELLED COUNTY BONDS AND COUPONS, 1925--. 5 f. b. Cancelled county bonds and coupons which have matured and have been paid. Arr. chron. No index. Engraved. $11 \times 5 \times 24$. 4 f. b., 1925-35, warehouse.

25. BOND RECORD, 1920--. 1 vol. Cancelled bonds and coupons, issued by Aiken County for courthouse, hospital, and Sand Bar Bridge. Arr. numer. by serial no. of bond. No index. Engraved and pasted. 500 pp. $21 \times 14 \times 3$.

26. PAYABLE. RECEIVABLE (Note Register with two titles, one on each cover), 1923--. 1 vol. A double register of accounts for notes, showing in the first or payable half of the book the date, folio, for whose account, whether note or draft, where payable, time, when due, amount, interest and discount, remarks; in last half of the book similar information is entered for notes receivable. Arr. chron. No index. Hdw. on printed ruled form. 100 pp. $7 \times 8\frac{1}{2} \times \frac{1}{2}$.

Special Accounts

27. STATEMENT OF CLAIMS, 1929--. 13 vols. An itemized duplicate statement of the expenses of the chain gangs and county home, showing date, claim number, items, extensions, amount of claim. Arr. numer. by claim no. under each chain gang, and county home. No index. Hdw. on printed form. $123 \text{ pp. } 11\frac{1}{2} \times 8\frac{1}{2} \times 1$. 8 vols., 1929-36, warehouse.

28. RECORD (Chain Gang), 1925--. 2 vols. Record of chain gang prisoners, showing title of case in which convicted, transcript of sentence, date, and name of presiding judge. Arr. chron. under gangs. No index, 1925-32; indexed by name of prisoner, 1932--. Hdw. on ruled form, 1925-32; hdw. on printed rubber stamp form, 1932--. 300 pp. $14 \times 9 \times 1 \frac{3}{4}$.

29. (IDENTIFICATION RECORD OF PRISONERS), 1925--. 7 f. d. Card record, showing for each convict description and photographs of full face and profile. No arr. No index. Typed on cards. $\frac{3}{4} \times 6 \times 24$.

30. D(ouble) E(ntry) LEDGER, 1923-31. 1 vol. Memorandum accounts of the different departments of county; also shows 1929-31, list of checks issued on the clerk's contingent fund. Arr. chron. under accounts. No index. Hdw. on ruled form. 276 pp. $12 \times 7\frac{1}{2} \times 1$.

For check stubs of clerk's contingent fund, see entry 8.

For abbreviations and explanatory notes see pages 16, 17

31. CASH, 1923-25. 1 vol.

Memorandum of cash, showing on credit side, date, name of person or firm, number, shop and warehouse, freight insurance, etc., amount, advances against salaries, miscellaneous; on debit side, date, name, reimbursements, sales, advances paid. Arr. chron. No index. Hdw. on ruled form. 30 pp. 14 x 8 x $\frac{1}{4}$. Warehouse.

32. SINGLE LEDGER, May 1923 - Jan. 1924. 1 vol.

Memorandum single entry ledger of accounts of different departments of the county, showing disbursements. Arr. chron. under accounts. No index. Hdw. on ruled form. 190 pp. 13 x 8 x $\frac{3}{4}$.

33. (LEDGER OF RURAL LETTER CARRIERS), 1929--. 1 vol.

Accounts, showing for each rural carrier the mileage traveled on roads not regularly worked by county, but for which an annual appropriation is apportioned among the carriers, who are responsible for keeping the roads passable, the county paying the cost when claim is presented. Arr. chron. under carriers' name. Indexed by name of carrier. Hdw. on ruled form. 138 pp. 9 $\frac{3}{4}$ x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

Hospital

34. LETTERS - HOSPITAL, 1935-36. 1 letter file.

Copies of contracts for equipment for the new Aiken County Hospital; also correspondence pertaining to this building, which has recently been completed. Arr. alph. by name of correspondent. No index. Hdw. and typed. 12 x 11 $\frac{1}{2}$ x 3.

35. LEDGER, 1935--. 1 vol.

County commissioners' hospital construction account, 1935-36, showing for credit: date of warrant, to whom drawn, check number, amount; and for debit: date, deposited in bank, amount. Also contains accounts of soil conservation board, 1936--, showing for credit: date, to whom drawn, check number, purpose, amount; and for debit: date, name, and amount. Arr. chron. No index. Hdw. on ruled form. 136 pp. 14 x 8 $\frac{1}{4}$ x 1.

For check stubs of soil conservation board, see entry 294.

36. (CHECK STUBS - HOSPITAL CONSTRUCTION ACCOUNTS), 1935-37. 2 vols.

Stubs of checks issued by county commissioners for hospital construction, showing number and date of check, to whom issued, and amount. Arr. chron. No index. Hdw. on printed form. 24 to 100 pp. 9 $\frac{1}{2}$ x 12 $\frac{1}{2}$ x $\frac{1}{4}$ to 9 $\frac{3}{4}$ x 13 $\frac{1}{2}$ x $\frac{3}{4}$.

Correspondence

(See also entries 18, 19, 34)

37. (CORRESPONDENCE), 1925--. 2 f. d. and 1 pile.

Correspondence regarding official business of the county commissioners. Arr. alph. by name of correspondent. No index. Typed. 11 $\frac{1}{2}$ x 13 $\frac{1}{4}$ x 24 to 28.

For abbreviations and explanatory notes see pages 16, 17

38. LETTERS - APPLICATIONS, 1930-36. 1 letter file. Applications from various persons to the county board of commissioners for county positions. Arr. alph. by name of applicant. No index. Hdw. and typed. 12 x 11 $\frac{1}{2}$ x 3.

III. CLERK OF COURT AS REGISTER OF MESNE CONVEYANCE

Although the fundamental constitutions of 1669 provided that deeds be registered (art. 81, Stat. I, 52), the register of mesne conveyance as a separate office dates from 1731 (Stat. III, 296), and existed only in Charleston throughout the royal period. Upon the outbreak of the Revolution, the general assembly elected a register of mesne conveyance for the province (JGA, March-April 1776, Columbia, 1906, p. 7). The constitution of 1778 authorized a register in each circuit court district (art. XXIX). When county courts were organized in the back country in 1785, they were authorized to record deeds, which were proved by oath in open court before being transcribed by the clerk, who was further required to transmit memorials of the recorded instruments to the secretary of state (Stat. VII, 234). Under the circuit court act of 1799 the clerk of court became the register in all districts except Charleston and Georgetown (Stat. VII, 296). In Aiken County the register has never existed as a separate office, and the clerk of the circuit courts has registered mesne conveyance records since the formation of the county (Stat. XIV, 695-96).

The clerk as register receives fees for recording contracts, deeds and mortgages for real estate, chattel mortgages, statutory liens, renunciations of dower, marriage settlements, and all other sealed instruments relating to ownership of real or personal property (Stat. XI, 80; 1898, XXII, 746-47; XXXV, 1185; Code 3635, 8875). Before a deed may be recorded, it must be probated (1880, Stat. XVII, 319; Code 3632), and must have the auditor's endorsement of having been entered upon his records (1882, Stat. XVII, 1016; Code 3634; Stat. XL, 105). It is the register's duty to enter satisfactions of judgments and mortgages (1839, Stat. XI, 76; Code 3599), as well as renewals and satisfactions of executions (1839, Stat. XI, 76; Code 3602).

In 1872, deeds were separated from mortgages, with separate direct and cross indexes (Stat. XV, 6). Ten years later, mortgages were subdivided into real and personal, each with separate indexes, and chattel mortgages for \$100 and less were relegated to abstracts on an index (Stat. XVII, 1053; Code 3635). In 1874, crop liens had been reduced to a similar record (Stat. XV, 788; XVI, 411, 713-14; Code 8774). A record of bonds of county officers has been required since 1866 (Stat. XIII, 434; Code 3051). In 1869, mechanics' claims for unpaid wages or materials became a statutory lien against the property upon which used (Stat. XIV, 220; Code 8735). In 1869 the record of charters became a requirement (Stat. XIV, 297; Code 7718); and from 1887 until 1900 the clerk issued charters to churches and societies (Stat. XIX, 545; XXIII, 390). Record of attachments of real estate dates from 1870

For abbreviations and explanatory notes see pages 16, 17

(Stat. XIV, 476; Code 532); and the homestead exempted by the constitution of 1868 (art. II, 32) from attachment for debt has been a registry record since 1880 (Stat. XVII, 514; Code 9086). Certificates of contingent liability and descriptions of insured property of mutual fire insurance associations have been registered since 1910 (Stat. XXVI, 548; Code 8085). A file book of instruments recorded (Stat. XXVII, 152; Code 8889) has been required since 1911. In 1916 the registry of sound land titles under the Torrens system was provided for in all counties (Stat. XXIX, 947) but apparently the law has not been carried into effect. Contracts of cooperative marketing associations have been registered since 1924 (Stat. XXXII, 1072; Code 8890). In 1926, sheriffs, when levying upon real estate for unpaid taxes, were required to notify all mortgage owners who registered with the clerk of court for the service (Stat. XXXIV, 912-16; Code 2573). In 1930, affidavits as to the price of real estate were required to be filed when the sum was not named in the deed, in order that revenue stamps might be affixed (Stat. XXXVI, 1354-57; Code 2526).

Real Property

Deeds and Plats

39. TITLES REAL ESTATE, 1872--. 120 vols. (A, A2, A-I, A, K, K-Z, B, B1-L1, L1-N1, 1-21, 21-76). Title varies: Sheriff's Titles; Titles Under Order of Court; Master's Titles; Judge of Probate Titles; Titles.

Transcripts of deeds principally for conveyances of lands, showing names of parties, description of land, location, boundary lines, consideration, names of witnesses; and, where necessary, powers of attorney and renunciations of dower; also plats. Arr. chron. For indexes, see entries 40-45. Hdw., typed, and hdw. on printed form. 290 double pp. to 800 pp. 18 x 12 x 3.

For other powers of attorney and plats, see entry 46.

40. DIRECT INDEX TO DEEDS, 1872--. 10 vols. Title varies: Direct Index to Titles.

Direct index to Titles Real Estate, entry 39, and Bonds for Titles, entry 48, showing date, names of grantor and grantee; book and page; 1913--, short description of real estate. Arr. alph. by name of grantor; 1913--, Cott system, sub-indexed by family name. Hdw. on printed ruled form. 700 to 800 pp. 18 x 12 x 3 to 9 3/4 x 16 x 3.

41. CROSS INDEX TO DEEDS, 1872--. 10 vols. Title varies: Cross Index to Titles.

Cross index to Titles Real Estate, entry 39, and Bonds for Titles, entry 48, showing date, names of grantee and grantor; book and page; 1913--, short description of real estate. Arr. alph. by name of grantee; 1913--, Cott system, sub-indexed by family name. Hdw. on printed ruled form. 700 to 800 pp. 18 x 12 x 3 to 9 3/4 x 16 x 3.

42. DIRECT INDEX - MESNE CONVEYANCE, 1872-80. 1 vol.

Obsolete index to Titles Real Estate, entry 39, showing date of record, les-

For abbreviations and explanatory notes see pages 16, 17

Register of Mesne Conveyance

sor, lessee, deed, date of deed, book and page, description of property, consideration or condition, remarks. Arr. alph. by name of lessor. Hdw. on printed ruled form. 170 double pp. 18 x 12 x $1\frac{1}{2}$.

43. CROSS INDEX - MESNE CONVEYANCE, 1872-80. 1 vol.
Obsolete index to Titles Real Estate, entry 39, showing date of record, lessee, lessor, deed, date of deed, book and page, description of property, consideration or condition, remarks. Arr. alph. by name of lessee. Hdw. on printed ruled form. 170 double pp. 18 x 12 x $1\frac{1}{2}$.

44. DIRECT INDEX TO TITLES, 1872-1915. 3 vols. (A-C).
Obsolete index to Titles Real Estate, entry 39, showing year, names of grantor and grantee, book and page. Arr. alph. by name of grantor. Hdw. on printed ruled form. 600 pp. 18 x 12 x $2\frac{1}{2}$.

45. CROSS INDEX TO TITLES, 1872-1915. 3 vols. (A-C).
Obsolete index to Titles Real Estate, entry 39, showing year, names of grantee and grantor, book and page. Arr. alph. by name of grantee. Hdw. on printed ruled form. 600 pp. 18 x 12 x $2\frac{1}{2}$.

46. MISCELLANEOUS RECORDS, 1872--. 39 vols. (A-E, E2, F-I, K-U, 1-18).
Transcripts of miscellaneous records including bonds of county officers, powers of attorney, plats, transfers, deed to child, right-of-way, leases, releases, contracts, assignments, agreements, bills of sale, options, charters, petitions and other instruments required to be registered. Arr. chron. Indexed by name of party of the first part, 1872-74, self contained; for separate index, 1873--, see entry 47. Hdw. and typed. 480 to 640 pp. 16 x 11 x $2\frac{1}{2}$ to 18 x 12 x 3.

For other powers of attorney and plats, see entry 39; for other transfers, leases, and releases, see entry 49; for other bills of sale, agreements, assignments, and contracts, see entry 57.

47. MISCELLANEOUS INDEX, 1873--. 3 vols. (A, B, one unlabeled).
Index to Miscellaneous Records, showing year, lessor, lessee, book, page, 1924--, kind of paper. Arr. alph. by name of party of the first part. Hdw. on printed ruled form, 560 to 700 pp. 18 x 12 x $2\frac{1}{2}$ to 18 x 14 x $4\frac{1}{2}$.

48. BOND FOR TITLES, 1922--. 1 vol.
Transcripts of bonds filed by purchaser, payable to seller, wherein the seller agrees to convey titles after payment of bond has been completed. Arr. chron. For index, see entries 40, 41. Hdw. 752 pp. $18\frac{1}{2}$ x $12\frac{1}{2}$ x $3\frac{1}{4}$.

Mortgages

49. REAL ESTATE MORTGAGES, 1872--. 92 vols. (A-L, K-T, T1, U-W, W1, 1-68). Title varies: Mortgage Record.
Transcripts of mortgages of real estate, with renunciation of dower, transfer of mortgages, releases of mortgagor, and affidavits of subscribing witnesses. Volume 13 contains (Insurance Liens), 1908-10, entry 63. Also contains Chattel Mortgages, 1872-81, entry 57. Arr. chron. For indexes, see entries 50-55. Hdw., and hdw. and typed on printed form,

For abbreviations and explanatory notes see pages 16, 17

200 to 596 double pp. $16\frac{1}{2}$ x 11 x 2 to 18 x 12 x $4\frac{1}{2}$.

For other transfers, leases and releases, see entry 46.

50. DIRECT INDEX TO REAL ESTATE MORTGAGES, 1872--. 8 vols.
Direct index to Real Estate Mortgages, and Mortgages Under Order of Court, entry 56, showing year, mortgagor, mortgagee, book, page. Arr. alph. by name of mortgagor; 1913--, Cott system, sub-indexed by family name. Hdw. on printed ruled form. 700 to 800 pp. $9\frac{3}{4}$ x 16 x 3 to 18 x 12 x 3.

51. CROSS INDEX TO REAL ESTATE MORTGAGES, 1872--. 8 vols.
Cross index to Real Estate Mortgages, and Mortgages Under Order of Court, entry 56, showing year, mortgagee, mortgagor, book, page. Arr. alph. by name of mortgagee; 1913--, Cott system, sub-indexed by family name. Hdw. on printed ruled form. 700 to 800 pp. $9\frac{3}{4}$ x 16 x 3 to 18 x 12 x 3.

52. DIRECT INDEX TO REAL ESTATE MORTGAGES, 1882-1900. 1 vol.
Obsolete index to Real Estate Mortgages, showing year, names of parties, book, page. Arr. alph. by name of mortgagor. Hdw. on printed ruled form. 650 pp. $17\frac{1}{2}$ x $7\frac{1}{2}$ x 2.

53. CROSS INDEX TO REAL ESTATE MORTGAGES, 1882-1900. 1 vol.
Obsolete index to Real Estate Mortgages, showing year, names of parties, book, page. Arr. alph. by name of mortgagee. Hdw. on printed ruled form. 650 pp. $17\frac{1}{2}$ x $7\frac{1}{2}$ x 2.

54. DIRECT INDEX TO MORTGAGES, 1872-1915. 3 vols. (A-C).
Obsolete index to Real Estate Mortgages, showing year, mortgagor, mortgagee, book, page. Arr. alph. by name of mortgagor. Hdw. on printed ruled form. 600 pp. 18 x 12 x $2\frac{1}{2}$.

55. CROSS INDEX TO MORTGAGES, 1896-1915. 2 vols. (B, C). Missing:
1872-95.
Obsolete index to Real Estate Mortgages, showing year, mortgagee, mortgagor, book, page. Arr. alph. by name of mortgagee. Hdw. on printed ruled form. 600 pp. 18 x 12 x $2\frac{1}{2}$.

56. MORTGAGES UNDER ORDER OF COURT, 1883--. 1 vol. Last entry 1936.
Transcripts of bonds and notes given to secure mortgages of property belonging to minors or entailed property. Arr. chron. Indexed by name of person bonded, 1883--; also separate index, 1897--, see entries 50, 51. Hdw. on printed form. 383 double pp. (17 used) $18\frac{1}{2}$ x 12 x 3.

Personal Property

57. CHATTEL MORTGAGES, 1882--. 193 vols. (A-L, L-S, S, 1-172).
Title varies: Miscellaneous Book Bill of Sales; Chattel Mortgages Miscellaneous; Record of Chattel Mortgages. 1872-81 in Real Estate Mortgages, entry 49.
Transcripts of mortgages on personal property such as household furniture,

For abbreviations and explanatory notes see pages 16, 17

wagons, horses, and automobiles, and of instruments relative thereto. Arr. chron. Hdw., typed, and hdw. and typed on printed form. 288 to 800 pp. 9 x 14 x 3 to 18 x 12 x $3\frac{1}{2}$.

For other bills of sale, agreements, assignments, and contracts, see entry 46.

58. DIRECT INDEX TO CHATTEL MORTGAGES, 1902--. 6 vols. (B-D, three unlabeled). Missing: 1882-1901. Title varies: Direct Index to Chattel Mortgages over \$100.

Direct index to Chattel Mortgages, showing year, mortgagor, mortgagee, book, page. Arr. alph. by name of mortgagor. Hdw. on printed ruled form. 504 to 1184 pp. 18 x 12 x $2\frac{1}{2}$ to 18 x 14 x $4\frac{1}{4}$.

59. CROSS INDEX TO CHATTEL MORTGAGES, 1902--. 6 vols. Missing: 1882-1901. Title varies: Cross Index to Chattel Mortgages over \$100.

Cross index to Chattel Mortgages, showing year, mortgagee, mortgagor, book, page. Arr. alph. by name of mortgagee. Hdw. on printed ruled form. 500 to 800 pp. 18 x 12 x 2 to 18 x 14 x 3.

60. INDEX TO CHATTEL MORTGAGES \$100 AND LESS (Record), 1882--. 41 vols. (A-I, 1905-1938). Title varies: Index to Chattel Mortgages.

Abstract of mortgages on personal property for \$100 and less, showing date of presentation for record, mortgagor, mortgagee, date of mortgage, date of maturity, amount, character of debt, descriptions of chattels pledged. Arr. alph. by name of mortgagor. Hdw. on printed ruled form. 300 to 400 double pp. 16 x 11 x $2\frac{1}{2}$ to $18\frac{1}{2}$ x $12\frac{1}{2}$ x $3\frac{1}{2}$.

61. LIEN BOOK, 1876-78. 1 vol,

Transcripts of mortgages on crops for rent or agricultural advances, showing names of parties and amounts. Arr. chron. Indexed by name of lienor in front, and name of lienee in back. Hdw. 670 pp. 18 x 12 x $2\frac{1}{2}$.

Statutory Liens

62. MECHANIC'S LIENS, 1896--. 2 vols.

Transcripts of mechanics' and contractors' claims, filed as statutory liens on real estate, in order to secure payment of debt for materials or labor used thereon, showing a just and true account of the amount due and description of the property covered by the lien. Arr. chron. Indexed by name of defendant. Hdw. 350 to 450 pp. $16\frac{1}{2}$ x 11 x $1\frac{3}{4}$ to 18 x 12 x 2.

For original papers, see entry 110.

63. (INSURANCE LIENS), 1908-10. In Real Estate Mortgages, entry 49.

Transcripts of claims for insurance payments entered as statutory liens against property insured with various mutual insurance associations, showing date of filing, name of insured, and insurance company, amount and description of property insured.

For abbreviations and explanatory notes see pages 16, 17

Attachments of Real Estate
(See also entry 126)

64. RECORD OF SHERIFF'S DELINQUENT TAX NOTICES, 1926--. 1 vol.
Record of delinquent tax notices sent by the sheriff to owners of mortgages on real estate to be levied upon, showing name of mortgagee, post office address of owner of mortgage, name of grantor or mortgagor, kind of instrument, book and page of record, date filed with sheriff, sheriff's receipt, clerk's certificate of sheriff's notice to mortgagee. Arr. chron. No index. Hdw. on printed ruled form. 199 double pp. 16 x 10 $\frac{1}{2}$ x 1 $\frac{3}{4}$.

65. LIENS BY ATTACHMENTS AND LEVY, 1877--. 1 vol.
Transcripts of sheriff's return on property attached and levied upon by virtue of a warrant of attachment. Arr. chron. Indexed by name of defendant. Hdw. 530 pp. 16 $\frac{1}{2}$ x 11 x 2 $\frac{1}{2}$.

Business Registrations
(See also entry 75)

66. INDEX LABOR CONTRACTS, 1908-18, 1927. 1 vol.
Abstract of contracts between landlord and laborer, showing date of index, date of contract, laborer, employer, date for termination of contract, location and name of place where service is to be performed. Arr. alph. by name of laborer. Hdw. on printed ruled form. 200 double pp. 14 x 9 x 1 $\frac{1}{2}$.

67. THE CONTRACT BOOK OF S(outh) C(arolina) COTTON GROWERS' COOPERATIVE ASS(ociatio)N, 1924--. 1 vol. Last entry 1930.
Record of members' contracts with the South Carolina Cotton Growers' Cooperative Association, showing name and address of member, number and date of contract, and date recorded. Arr. alph. by name of member. No index. Hdw. on printed ruled form. 150 pp. 11 $\frac{1}{2}$ x 8 $\frac{1}{2}$ x 1 $\frac{1}{2}$.

68. THE CONTRACT BOOK OF TOBACCO GROWERS COOPERATIVE ASSOCIATION, 1924--. 1 vol. Last entry 1924.
Record of members' contracts with Tobacco Growers' Cooperative Association in Aiken County, showing contract form, date, grower's name and address. Arr. chron. No index. Hdw. on printed form. 10 pp. 14 x 8 x $\frac{1}{4}$.

Miscellaneous

69. DAILY INDEX AND FILE BOOK, 1920--. 1 vol. Missing: 1911-19.
Last entry 1925.
List of real estate papers filed for record, showing date filed, name of grantor and grantee, kind of paper. Arr. chron. No index. Hdw. on printed ruled form. 480 pp. 16 x 11 x 1 $\frac{1}{2}$.

For abbreviations and explanatory notes see pages 16, 17

IV. COMMISSIONER OF LOCATION (defunct)

When Aiken County was formed in 1871, the clerk of court became ex officio commissioner of location (Stat. XIV, 695-96), an office which dates from 1784 as part of the state's post-Revolutionary system for the entry of vacant lands (Stat. IV, 590). The office became defunct in 1878, when all vacant lands were turned over to the secretary of state to sell, subject to directions of the state sinking fund commission (Stat. XVI, 558-59).

70. WARRENTS (sic) OF SURVEY, 1873-77. 1 vol.

Record of warrants from clerk of court as commissioner of location, directed to any surveyor to survey and lay off specified quantities of vacant lands. Arr. chron. Indexed by name of landowner. Hdw. 370 pp. (3 used) 18 x 11 $\frac{1}{2}$ x 1 $\frac{3}{4}$. Clerk of court, records room.

V. CLERK OF COURT

The office of clerk of court came to South Carolina with the ancient English court system and in 1692 was known as the clerk of the crown and peace (JGC, p. 11). In 1769 he was called the clerk of the crown and pleas, to be appointed by the governor for an indefinite term (Grimke, Public Laws, p. 272). In 1800 the clerks of the circuit courts were appointed and commissioned during good behavior by the governor upon recommendation of the legislative delegation from each district (Stat. VII, 292). In 1812 the office became elective "by joint ballot of both branches of the legislature" for a term of four years (Stat. V, 674). Three years later the office was made elective by the voters of each district (Stat. VI, 12). By the constitution of 1868 the clerk of the court of common pleas became clerk of all other courts of record, subject to provisions of the general assembly (art. IV, 27). In Aiken County the office dates from the formation of the county (Stat. XIV, 695-96).

Under the present constitution of 1895, the clerk of court is a constitutional state official, elected for a term of four years (art. V, 27). As clerk of the court of common pleas, he is ex officio clerk of the court of general sessions, and is custodian of all papers filed in civil or criminal actions; he is required to be present when the courts meet and to keep a record of all judgments, sentences, and orders. He administers the oath of office to magistrates and constables (1839, Stat. XI, 78; Code 3603); he collects and delivers to the county treasurer fines, forfeitures, and money for licenses (1875, Stat. XV, 845; Code 3611); and he makes written monthly reports to the auditor and the treasurer, giving accurate statements of his collections (1878, Stat. XVI, 753; Code 3612). In 1899 he became ex officio a member of the board of jury commissioners (*infra*, p. 42); and in 1926 of the forfeited land commission (*infra*, p. 76). He may become a member of the board of honor when the number of veterans is reduced to two (*infra*, p. 87).

For abbreviations and explanatory notes see pages 16, 17

The clerk of court is also the official custodian of a number of miscellaneous enrollments and registrations: the roll of magistrates and constables (1839, Stat. XI, 73; Code 3586), of notaries public (1911, Stat. XXVII, 139; Code 3461), of county officers (1905, Stat. XXIV, 964; Code 3622), of physicians and surgeons (1905, Stat. XXIV, 939; Code 5153), of certified public accountants (1915, Stat. XXIX, 157; Code 7093), of Confederate veterans (1902, Stat. XXIII, 1033; Code 3623), and enlisted men discharged from the service of the United States (1923, Stat. XXXIII, 98; Code 8893). He keeps a record of public bond issues (1916, Stat. XXIX, 922; Code 8891); he was formerly required to register automobile ownership (Acts 1906, p. 79; 1917, p. 320). In 1917 he was required to file cancelled liquor permits and to keep a record of deliveries of alcoholic liquors by common carrier (Stat. XXX, 69-70). He issues licenses to peddlers (1876, Stat. XVI, 64; Code 7120), dealers in lightning rods (1920, Stat. XXXI, 1022; Code 7126), pawnbrokers (1900, Stat. XXIII, 427; Code 7129), and to circuses and showmen (1875, Stat. XV, 845; Code 6327). By order of the state board of health he is custodian of the duplicate records of vital statistics filed since 1914 (Stat. XXIX, 29) by local registrars, whose accounts he must certify before they may be paid by the county. By law he is also responsible for the registration books of qualified electors when the records are not in the custody of the board of registration, which may keep them "as long as may be necessary to enable them to perform their duties" (1896, Stat. XXII, 44; Code 2285).

In 1888 a general law for the regulation of party primary elections required that managers be sworn and their oaths filed with returns, poll lists, and other related papers in the office of the clerk of court (Stat. XX, 10-12). Slightly amended in 1905, these provisions were continued (Stat. XXIV, 831), and candidates' pledges were required to be filed (*ibid.*, p. 949). Since 1915, he has had the custody of the Democratic club rolls (Stat. XXIX, 167; Code 2359).

The principal records of the clerk of court are common pleas, entries 101-131; general sessions, entries 90-100; and mesne conveyance, entries 39-69. He is also legal custodian of the records of the defunct commissioner of location, entry 70.

County Officers

71. REGISTER OF COMMISSIONS COUNTY OFFICERS, MAGISTRATES, NOTARIES ETC., 1872--. 2 vols. Title varies: Register of Notary Public and Magistrates.

Record in abstract, showing date commission filed for record, name of officer, office, date of commission, signature and post office address of officer. Arr. chron., 1872-1911; arr. alph. by name of registrant, 1911--. No index. Hdw. on ruled form, 1872-1911; hdw. on printed ruled form, 1911--. Condition poor, 1872-1911. 384 to 430 pp. (35 used) 15 x 9 $\frac{1}{2}$ x 1 $\frac{1}{2}$ to 17 $\frac{1}{2}$ x 14 $\frac{1}{2}$ x 2.

72. RECORD (Register of Commissions, Magistrates, and Notaries, etc.), 1911-30. 1 vol.

Memorandum record later transferred to Register of Commissions County Officers,

For abbreviations and explanatory notes see pages 16, 17

Clerk of Court - Professional Registrations; Business Registrations; Licenses; Receipts

(73-77)

Magistrates, Notaries etc., entry 71, showing date of filing commission, name of officer, office, date of commission, signature and address of officer. Arr. chron. No index. Hdw. on ruled form. 252 pp. 14 x 8 $\frac{1}{2}$ x 1.

73. OFFICERS RECEIPTS FOR ACTS, ETC., 1921--. 1 vol.
List of persons receiving Acts from clerk of court, showing date issued, and receiver's signature. Arr. chron. No index. Hdw. on ruled form. 122 pp. 14 x 8 $\frac{1}{2}$ x 3/4.

Professional Registrations

74. REGISTER OF PHYSICIANS AND SURGEONS, 1882--. 1 vol.
Register of certificates issued by state boards of medical, dental, pharmaceutical, and other examiners, showing date of filing, name, residence, and place of birth of persons certified; if practicing, authority for practicing, before whom verified by oath or affirmation. Arr. alph. by name of licensee. No index. Hdw. on printed ruled form. 100 double pp. 16 x 11 x 1.

Business Registrations (See also entries 66-68)

75. RECORDS OF INDUSTRIAL ESTABLISHMENTS OTHER THAN CORPORATIONS, 1918--. 1 vol.
Record of unincorporated establishments, chiefly mercantile, showing date, name of establishment, town, name and address of owner or partner, whether retired, and remarks. Arr. alph. by name of establishment. No index. Hdw. on printed ruled form. 200 double pp. 18 x 12 x 2.

Licenses

76. (COUNTY LICENSES FOR HAWKERS AND PEDDLERS), 1894--. 1 vol.
Stubs of licenses issued to hawkers and peddlers, showing serial number and date of license, name of licensee, privilege, and amount paid. Arr. numer. by no. of license. No index. Hdw. on printed form. 250 pp. 9 $\frac{1}{2}$ x 12 x 1 $\frac{1}{2}$.

Receipts

77. RECEIPTS TO CLERK, 1901--. 2 vols.
Original receipts from county treasurer for money collected by the clerk of court from fines, licenses, etc. Arr. numer. by no. of receipt. Hdw. on printed form, pasted. 195 pp. 16 x 10 x 2.

For fines and forfeitures, see entries 99 and 124; for treasurer's record of these collections, see entry 240.

For abbreviations and explanatory notes see pages 16, 17

Military Records

78. OFFICIAL ROSTER SOUTH CAROLINA SOLDIERS, SAILORS AND MARINES OF THE WORLD WAR, 1917-18. 2 vols. (vol. I, whites; vol. II, colored). Service records of men and women, showing name, serial number, residence, branch of service, date and place of entry, place of birth, age, organizations served in, dates of assignments and transfers, overseas service, and other information compiled from war department service cards by adjutant general of South Carolina and published by authority of act of 1929. Arr. alph. by names of enlisted persons, and also under counties. No index. N. p.; n. d., printed. 798 to 1076 pp, 11 x $8\frac{1}{2}$ x $1\frac{1}{2}$ to 2.

79. ENROLLMENT BOOK CONFEDERATE VETERANS (Townships), 1902. 13 vols. Original township enrollment books for Aiken County citizens who rendered military or naval service to the Confederate States, showing name of veteran, page entered in county book, service identifications, details of service, and other pertinent information. No arr. No index. Hdw. on printed ruled form. 20 double pp. 16 $\frac{3}{4}$ x 14 x $\frac{1}{8}$.

80. ENROLLMENT BOOK CONFEDERATE VETERANS (County), 1902. 1 vol. Register consolidated from township enrollment books, showing name and page of township book whence entered, name of veteran, company, regiment, brigade, arm of service, rank, age, date of close of service with details of death or other cause, and remarks. Arr. alph. by name of veteran. No index. Hdw. on printed ruled form. 399 double pp. $17\frac{1}{2}$ x $14\frac{1}{2}$ x 3.

81. PENSION BOOK, 1888, 1895-1919. 3 vols. Title varies: Record of Pensions; Pension Roll. Record of state pensions to Confederate veterans, their widows and faithful Negroes who served the Confederate States, showing with slight variations, date, name and address of pensioner, remarks, and amount of disbursement. Arr. numer. No index. Hdw. on printed ruled form, 1888, 1895-1900; hdw. on ruled form, 1901-19. 25 double pp. to 350 pp. 17 x 14 x $\frac{1}{4}$ to 18 x 12 x $2\frac{3}{4}$. For subsequent records, see entry 171.

Voters and Elections

82. REGISTRATION BOOK (Precinct Books), 1928--. 62 vols. Missing: 1882-1927. List of qualified electors for each precinct in the county, showing number of registration certificate, name, age, place of residence and township of each registrant. Arr. alph. by name of voter, two books for each precinct. No index. Hdw. on printed ruled form. 32 pp. 15 x 9 x $\frac{1}{4}$.

83. REGISTRATION BOOK (County Book), 1882--. 2 vols. Missing: 1889-97, 1899--. County registrations consolidated from precinct books, showing number of registration certificate, name, age, place of residence, and polling precinct of each qualified elector. Also certified list of registered voters, 1898. Arr

For abbreviations and explanatory notes see pages 16, 17

numer. by certificate no. under precincts, 1882-88; arr. alph. by name of registrant, 1898. No index. Hdw. on printed ruled form. 200 pp. to 400 double pp. 17 x 13 x 3/4 to 15 x 11 x 3. 1 vol., 1882-88, warehouse.

84. (STUBS OF REGISTRATION CERTIFICATES), 1908--. 61 vols. Missing: 1882-1907, 1910-27.

Stubs of registration certificates, showing date, election precinct, name, age and place of residence of each registrant. Arr. chron. No index. Hdw. on printed form. 100 to 200 pp. $8\frac{1}{2}$ x $10\frac{1}{2}$ x $\frac{1}{2}$ to 8 x 3 x 1. 22 vols., 1908-28, warehouse.

85. COMMON PLEAS CALENDAR NO. 6 (Candidates' Oaths and Pledges), 1906-8. 1 vol.

Record of candidates' oaths, pledges, and itemized statements of expenses. Arr. chron. No index. Hdw., typed, and hdw. on printed form, pasted. 340 pp. 16 x $10\frac{1}{2}$ x 1 3/4.

For original papers, see entry 110.

Bond Issues

86. INDEX TO BOND-ISSUES (Record), 1918--. 1 vol.

Transcripts of proceedings for the issuance of bonds, including petitions, and notice of election, showing name of bond, date issued, amount, date it was filed and indexed. Arr. chron. Indexed by name of unit issuing bond. Hdw. 136 pp. $14\frac{1}{2}$ x 8 3/4 x $\frac{1}{2}$.

Vital Statistics

87. (BIRTH AND DEATH CERTIFICATES), 1914--. Estimated 606 pads of Birth and 519 pads of Death certificates.

Duplicate birth and death certificates filed with clerk of court by district registrars as vouchers of service in order to receive compensation from the county. Birth certificate shows number of certificate, race and sex of child, place of birth, names of parents, name of child, and signature of attending physician or midwife. Death certificate shows name, race, sex and occupation of deceased; whether married or single; place and cause of death, method of burial, name of informant, and other statistical information. Pads not classified, but certificates in pads arr. numer. by certificate no. under twps. No index. Hdw. on printed standard U. S. forms. $8\frac{1}{2}$ x 7 x $\frac{1}{4}$ to $1\frac{1}{4}$.

Maps

88. MAP AIKEN COUNTY SOUTH CAROLINA, 1930. 1 map.

Map of Aiken County, showing school districts. Drawn by Laurence McCullough, Civil Engineer; Palmetto Engineering Company. White-print. 1 inch = 3/4 mile. 39 x 62.

For abbreviations and explanatory notes see pages 16, 17

Correspondence

89. LETTERS, 1873-89. 1 vol.

Copies of letters sent by the clerk of court on various matters of official business. Arr. chron. No index. Hdw., water press impressions. 907 double pp. (100 used) 14 x 10 x $1\frac{1}{2}$.

VI. CIRCUIT COURT OF GENERAL SESSIONS

English in origin, the common law court of general sessions is for the trial of criminal cases exclusively. In South Carolina this court was held in Charleston only, until under the provincial circuit court act of 1769 courthouses were opened in back country precincts in 1772. During the Revolution the loyal judges declined to hold court (Const. 1776; Stat. I, 130), and the constitution of 1776 provided for the election of judicial officers by joint ballot of the general assembly and the legislative council (art. XIX). The constitution of 1778 merely altered the terminology for the elective bodies to senate and house of representatives (art. XXVII). In 1780, when Charleston surrendered to the British, courts were discontinued, until revived in 1783 with all former powers and jurisdiction (Stat. VII, 206-7).

In 1789, the circuit courts were placed on an equality with the court at Charleston, given "complete, original and final jurisdiction", and were authorized to issue processes and to keep records; but the clerks of court were enjoined to send abstracts of judgments to Charleston (Stat. VII, 253-57). This had scarcely been passed, when the adoption of the federal constitution necessitated the state constitution of 1790, which vested judicial power in such superior and inferior courts of law and equity as the legislature might establish, with judges commissioned during good behavior (art. III, 1). In consequence, the judicial system was reorganized in 1791 by a comprehensive law, under which two new circuit court districts were laid off; and in all nine districts the courts were on a parity, with complete, original and final jurisdiction as courts of record (Stat. VII, 260-65).

On January 1, 1800, the nine law court districts were abolished, and replaced by twenty-five new districts (1798, Stat. VII, 281-89; 1799, pp. 290-300). The system then instituted continued without basic change until swept away in the 1860's by war and reconstruction.

When reorganized under the state constitution made by the Republican Party in 1868, law and equity were combined into one circuit court system (art. IV, 1, 15, 17, 18). A generation later, after the Democratic Party had consolidated its power, a new constitution in 1895 continued the circuit courts on identical lines (art. V, 1, 15, 17, 18).

Each of the fourteen judicial circuits of the state has a resident judge and a resident solicitor or attorney for the state. The judge is a constitutional state officer, elected by the general assembly for a term of four years

For abbreviations and explanatory notes see pages 16, 17

(Const. 1895, art. V, 13, 14), and may hold court in any county (Code 38, 39). He determines the issue and is responsible for the law in each case, explaining its application in his charge to the petit jury when it considers the facts brought out in the trial (Const. 1895, art. V, 26).

After the grand jury has returned a true bill, the accused is tried before a petit jury of twelve men; and the case is prosecuted in the name of the state by the circuit solicitor, who brings out, if possible, the facts in the case.

The principal records are the original papers of record in each case, the indictment, the arrest warrant, the verdict and the sentence, which are assembled in a package, numbered, and filed as a "roll", according to immemorial practice and terminology of the court. Coroners' inquisitions (Code 3564), magistrates' returns (Code 944), appeals (Code 1026), recognizances (Code 1075, 1090) and sheriffs' returns (Code 3585) are among the other papers filed. The principal volumes are the sessions index, the miscellaneous index, the docket, the court journal, and the record of fines and forfeitures, which have been standardized since 1839 (Stat. XI, 71-73; Code 3586). Record of pardons was added in 1896 (Stat. XXII, 122; Code 3586) and record of persons tried for crime, in 1900 (Stat. XXIII, 442; Code 3586). Reports of county officers, which should be submitted to the court for the grand jury, are seldom found, and have probably been replaced by the audits which the legislative delegation authorizes from time to time. The record of forfeited weapons dates from 1913 (Stat. XXVIII, 198), but is seldom kept.

In Aiken County the circuit courts have held regular sessions since the creation of the county. The first meeting was on January 13, 1873, Judge John J. Maher, presiding.

The records of this state court always remain in the courthouse of the county to which they pertain, in the custody of the clerk of court.

Sessions Cases

90. CRIMINAL (Sessions Rolls), 1873---. 232 bundles (1-232) in 124 f. b. Original papers pertaining to criminal cases that have come to trial, including arrest warrants, affidavits, recognizances, indictments, presentments, bonds, and sentences. Also contains (Inquisitions), entry 93. Arr. by bundle no. Hdw., typed, and hdw. and typed on printed form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.
For other grand jury presentments, see entry 21.

91. INDEX TO CRIMINAL CASES, 1873---. 2 vols.
Index to sessions rolls, showing term of court, year, bundle, title of case, offense, disposition of case. Arr. alph. by name of defendant. Hdw. on printed ruled form. 312 to 624 pp. 18 x 12 x 2 to 3.

92. RECORD OF CRIMINAL STATISTICS, 1900---. 1 vol.
Record of clerk of court's reports to attorney general and solicitor, of persons tried for crime, showing name, crime, race, sex, age, whether guilty or

For abbreviations and explanatory notes see pages 16, 17

not guilty, and remarks. Arr. by term of court for each year. No **index** necessary, as this record summarizes cases in entry 90, indexed in entry 91. Hdw. on printed ruled form. 196 double pp. $16\frac{1}{2}$ x 11 x $\frac{1}{4}$.

93. (INQUISITIONS), 1873--. In Criminal (Sessions Rolls), entry 90. Original papers of coroner's inquisitions, consisting chiefly of verdicts signed by the jurors, with some testimony, and recognizances for appearance in court of general sessions.

For transcripts, see entry 204.

Dockets

94. SESSIONS DOCKET, 1873--. 5 vols.

List of cases docketed for trial, showing number of cause, number of term, names of prosecutor and prosecuted, cause of action, names of plaintiff's and defendant's attorneys, order of last court, event of suit. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 200 to 300 double pp. 16 x 11 x 2 to $16\frac{1}{2}$ x 12 x $2\frac{1}{2}$.

For clerk of court's memorandum, see entry 123.

95. CONTINGENT DOCKET, 1873--. 1 vol.

List of criminal cases not ended, which may be called on motion of the solicitor, including rules, bills in which defendants have not been arrested, and other cases not struck off, showing number of cause, number of term, names of parties, cause of action, plaintiff's attorney, defendant's attorney, order of last court, event of suit. Arr. by no. of cause under term of court. No index. Hdw. on ruled form. 232 double pp. 18 x $11\frac{1}{2}$ x $2\frac{1}{2}$.

Minutes

96. SESSIONS JOURNAL, 1873--. 14 vols. (A, one unlabeled, C, one unlabeled, E-G, 1-7).

Record of transactions of the court, including lists of jurors, presentments of the grand jury, testimony of witnesses, verdicts of juries, and sentences of the court. Arr. chron. Indexed by name of defendant. Hdw. 320 to 600 pp. 16 x 11 x $1\frac{1}{2}$ to 18 x 12 x 3.

Records of Clemency

97. PARDONS, 1896--. 1 vol.

Record of clemency by governor for persons convicted in Aiken County, showing number of case, name, date of conviction, date of pardon or parole, offenses for which convicted. Arr. numer. by no. of case. No index. Hdw. on printed ruled form. 88 double pp. (9 used) 14 x $8\frac{3}{4}$ x $\frac{1}{2}$.

For abbreviations and explanatory notes see pages 16, 17

Jurors and Court Costs

98. PAY BILLS, 1920--. 19 vols.

Carbon copies of orders on the treasurer to pay jurors and witnesses, showing name of payee, mileage, days in attendance, and total amount due. Arr. numer. by receipt no. No index. Hdw. on printed form. 250 pp. 16 x 9 x 1 1/2.

Fines and Forfeitures

99. FINES AND FORFEITURES, 1873-1901. 1 vol. Missing: 1902-11.

1912-- in Record of Sales for Partitions, Fines, Licenses and Derelict Estates, entry 124.

Record of collections from persons fined by the court, and from forfeited bonds, showing name, cause of fine, when and by whom fined, amount, to whom due, when and by whom collected, why not collected, when and to whom paid over. Arr. chron. No index. Hdw. on printed ruled form. 119 double pp. 18 1/2 x 12 x 1.

For receipts from treasurer, see entry 77; for auditor's record, see entries 210 and 213; for treasurer's record, see entry 242.

100. RECORD OF FORFEITED WEAPONS, 1913--. 1 vol. Last entry 1916.

Record of weapons forfeited to county, showing by whom forfeited, date, article, make, brand, caliber, serial number, other descriptions of weapon, and remarks. Arr. chron. No index. Hdw. on printed ruled form. 35 double pp. (2 used) 18 x 11 1/2 x 1 1/2.

VII. CIRCUIT SOLICITOR

In the court of general sessions criminal cases tried at the county courthouse are prosecuted by a circuit solicitor, who is "an official of the executive department" (Code I, 1083, citing State v. Singleton, 84 S. E. 989) of the state government. There are fourteen circuits in South Carolina: Aiken, Bamberg and Barnwell form the second (Code 50).

During the early years of South Carolina, the prosecution of indictments, at each session of court was conducted by an "attorney generall" appointed by the court (1692, JGC, p. 44, 59; Stat. I, 440). He was authorized in 1769 to appoint deputies when the circuit court act of that year extended his duties to six courthouses outside of Charleston (Grimke, Public Laws, pp. 268-73). Revision of the court system in 1791, provided for three circuit solicitors "to do the duty of the State's Attorney" on the three circuits of the state outside of Charleston, to give their counsel and advice to the governor and other state officers in matters of public concern, to assist the attorney general in all suits or prosecutions in behalf of the state, and to attend the sessions of the legislature to draft and engross the bills and acts (Stat. VII, 274). At the same time the attorney general was given the right to require their assistance in behalf of the state in any case where he thought proper. In 1808 the attorney general and the solicitors were required to defend the

For abbreviations and explanatory notes see pages 16, 17

Grand Jury

rights of the state in all cases wherein its rights might be involved (Stat. V, 571). An act of 1812, which remained in force until after the Civil War, provided for the election of solicitors by joint ballot of the senate and house, and fixed a surety bond (ibid. 675). In 1837 the attorney general and the solicitors were given the duty of examining into and reporting upon the condition of district offices (Stat. VI, 577). When the constitution of 1868 went into effect, the solicitor became a constitutional state official, elected by the voters of his circuit for a term of four years (art. IV, 29). The attorney general, at his discretion, might be present at any trial and take over the management of the prosecution (1868, Stat. XIV, 87; Code 3116).

Under the present constitution of 1895, the status of the solicitor is unchanged, but in the event of his failure to attend court, the ancient right of the court to appoint pro tem a member of the bar in his place has been confirmed (art. V, 29). Should the solicitor cease to reside in his circuit the office becomes vacant (1876, Stat. XVI, 152; Code 3125). Whenever duty does not require him to prosecute, the solicitor enjoys full liberty to defend any prisoner (1791, Stat. VII, 275; Code 3126).

The legal business of the state has greatly increased in volume and complexity, and is now handled by the attorney general, the assistant attorney general, and fourteen solicitors whose duties in civil and criminal matters are practically unchanged from those of 1791 when originally instituted. The obligation of 1837 to inquire into and report upon the condition of county offices has ceased to be observed, although still in force (Code 3131).

This office does not keep records.

VII]. GRAND JURY

The grand jury is an ancient English institution which came to South Carolina with the common law. Although grand jurors are not county officers (Code 973, note), the grand jury is drawn in each county every year as an essential part of the state court of general sessions. In Aiken County it dates from 1872 (Stat XIV, 696), in which year the preparation of the jury list and drawing of the grand jury were placed in the hands of a board of jury commissioners, who might include in the jury list only "persons of good moral character, of sound judgment, and free from all legal exceptions" (Stat. XIV, 690).

The constitution of 1895 provides that no person may be tried for crime beyond the jurisdiction of a magistrate except upon presentment or indictment of the grand jury of the county where the crime was committed (art. I, 17), and the jury list may include only qualified electors between the ages of twenty-one and sixty-five (art. V, 22), of good moral character, sound judgment, free from all legal exceptions, and in the ratio of one to three of the total number in the county (Code 608). The present jury law is based upon an act of 1902 (Stat. XXIII, 1066). All names on the list are written on uniform slips of paper, which are folded and placed in the jury box. Drawings from the jury box

For abbreviations and explanatory notes see pages 16, 17

are public, in the office of the clerk of court, after ten days' notice of the place, date, and hour (Code 611). The clerk of court then issues writs of venire facias to the sheriff to summons the persons whose names have been drawn. Grand jurors are drawn, summoned, and returned in the same manner as trial jurors, and if they are drawn at the same time, the first twelve are returned as grand jurors (Stat. XIV, 694; Code 976). To these are added six drawn from the grand jury of the preceding year (Code 973).

Although the grand jury has lost much of its ancient importance, its powers are latent rather than atrophied. Reports of county officers have almost ceased to be made to it, but the foreman is still required to witness the annual settlement of financial officers (Code 2839).

The grand jury is not required to keep records. Presentments of the grand jury are made in an advisory capacity, and may or may not result in improved conditions; they are entered upon the Sessions Journal, entry 96. Indictments of the grand jury are made in a mandatory capacity and bring the accused to trial; they are filed in the (Sessions Rolls), entry 90. Pay bills for grand jurors, entry 98, are issued by the clerk of court.

IX. BOARD OF JURY COMMISSIONERS

In South Carolina the board of jury commissioners dates from 1871, and consisted of a jury commissioner appointed by the governor (and confirmed by the senate, for a term of two years), the county auditor, and the chairman of the board of county commissioners (Stat. XIV, 690). In Aiken it dates from 1872 (ibid. 696). In 1899, the county auditor, the county treasurer, and the clerk of court of common pleas in Aiken County were made the board of jury commissioners (Stat. XXIII, 118; Code 607), with the provision that vacancies at the time for preparing the jury list or for drawing the juries, should be filled by the county superintendent of education, the sheriff, or an appointee of the presiding judge, in the order named (Code 622). The board serves without compensation (Code 624), and is not a records office.

X. CIRCUIT COURT OF COMMON PLEAS

Like its counterpart the court of general sessions, the court of common pleas as a circuit court of South Carolina, dates from the provincial act approved by the crown in 1769 (Grimke, Public Laws, p. 268). In the main its history and development closely parallel those of the court of general sessions with which it is associated. For Aiken County its first session was authorized for October 1872 (Stat. XIV, 695-96), but actually did not take place until the January term of 1873 (Ms., Common Pleas Journal A, p. 1, entry 122).

For abbreviations and explanatory notes see pages 16, 17

Exclusively for civil cases, the court of common pleas must sit in each county at least twice a year (Const. 1895, art. V, 15, 16). It convenes immediately after the court of general sessions and is presided over by the same judge. The judge determines the issue to be tried, and declares the law which is applicable (*ibid.*, art. V, 26; Code 593). The petit jury examines the evidence as to facts brought out at the trial, and after deliberation gives its verdict. The judge then signs his judgment or decree, and the sheriff enforces the terms.

The principal records are the judgment rolls or original papers of record in each suit, the direct and cross indexes of judgments, abstracts of judgments, pleadings and judgments, confessions of judgment, the rules book, the calendars, and the court journal, which have been standardized since 1839 (Stat. XI, 71-73; Code 3586). The record of estrays has been inherited from the colonial justices (1743, Stat. III, 603; 1803, V, 465), and although still required (Code 3586), has become obsolete in practice. Since 1802, the state circuit courts have been capable of jurisdiction in proceedings for naturalization (U. S. Stat. 1802, p. 153), but this function was discontinued in 1920, see entry 129. Book of orders appointing receivers of judgment debtors dates from 1870 (Stat. XIV, 494; Code 3586). Index to undertakings is kept under the second rule of the circuit court (Code I, 1241). Filing of undertakings (Stat. XIV, 521) and of *lis pendens* (Stat. XIV, 455), have been required since 1870. Accounts of derelict estates have been kept by the clerks of court since 1873 (Stat. XV, 413; Code 8980); reports of the judge of probate as public guardian have been filed since 1880 (Stat. XVII, 464; Code 8627, 8630). Masters' reports are kept under the sixteenth rule of the circuit court (Code I, 1246).

The records of this state court always remain in the courthouse of the county to which they pertain, in the custody of the clerk of court.

Judgments

101. (JUDGMENT ROLLS), 1873--. 7510 rolls (1-7510) in 190 f. b. Original papers of record for civil cases, including complaints, summons for relief, foreclosures, claim and delivery, attachments for damages, partitions, confessions of judgments. Arr. by roll no. For indexes, see entries 103-107. Hdw., typed, and hdw. and typed on printed form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$.

For abstracts, see entry 102; for transcripts, see entries 108 and 109; for other civil papers, see entry 110.

102. ABSTRACT OF DECREES, 1873--. 4 vols. Title varies: Abstracts of Judgments.

Record in abstract of judgments and decrees, showing number of enrollment, defendant, plaintiff, cause of action, attorney, date of entry, amount of decree and cost, time of bearing interest, how decree obtained, costs, fieri facias when issued, sheriff's return, when renewed and satisfaction. Arr. chron. and also numer. by roll no. For indexes, see entries 103-107. Hdw. on printed ruled form. 140 to 500 double pp. $20 \times 15 \times 2$ to $3\frac{1}{2}$.

For originals, see entry 101; for transcripts, see entry 108.

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103. DIRECT INDEX TO JUDGMENT ROLLS, 1873--. 1 vol.
Index to (Judgment Rolls), entry 101 and to Abstract of Decrees, entry 102,
showing defendants, plaintiffs, year, serial number of bundle and roll. Arr.
alph. by name of defendant. Hdw. on printed ruled form. 600 pp. 18 x 12 x 3.

104. CROSS INDEX TO JUDGMENT ROLLS, 1873--. 1 vol.
Reverse index to (Judgment Rolls), entry 101 and to Abstract of Decrees, en-
try 102, showing plaintiffs, defendants, year, serial number of bundle and roll.
Arr. alph. by name of plaintiff. Hdw. on printed ruled form. 600 pp. 18 x
12 x 3.

105. DIRECT INDEX TO JUDGMENTS, 1873-1922. 1 vol.
Discarded direct index to judgments, showing defendants, plaintiffs, year,
serial number of bundle and roll. Arr. alph. by name of defendant. Hdw. on
printed ruled form. 724 pp. 18 x 12 x 3.

106. (INDEX TO JUDGMENT ROLLS), 1873-1901. 1 vol.
Discarded direct index showing defendants, plaintiffs, serial numbers of
pigeon hole, of bundle and of roll. Arr. alph. by name of defendant. Hdw.
on printed ruled form. 660 pp. 18 x 12 x 3.

107. INDEX TO DECREES AND JUDGMENTS, 1873-75. 1 vol.
Discarded direct index to judgment rolls and decrees, showing roll number, de-
fendant, plaintiff, dates, amount, attorneys, date of satisfaction. Arr. alph.
by name of defendant. Hdw. on printed ruled form. 300 double pp. 18 x 12 x 2.

108. PLEADINGS AND JUDGMENTS, 1874--. 61 vols. (two unlabeled, B-L, 1-
48). Title varies: Record Summons Complaints and Judgments.
Transcripts of judgment rolls, including all instruments of record in each
civil case. Arr. chron. Indexed (front) by name of plaintiff and (back) by
name of defendant, 1874-90; by defendant, 1889--. Hdw. and typed. 550 to
800 pp. 18 $\frac{1}{2}$ x 12 x 3 $\frac{1}{2}$.

For originals, see entry 101; for abstracts, see entry 102.

109. CONFESSIONS OF JUDGMENT BEFORE CLERK, 1876--. 1 vol.
Last entry 1935.
Record of formal statement by debtor that his creditor's claim is just. Arr.
chron. Indexed by names of plaintiff and defendant. Hdw. 398 pp. 14 $\frac{1}{4}$ x 8 $\frac{1}{2}$
x 1 3/4.

For original signed confessions, see entry 101.

110. MISCELLANEOUS CIVIL CASES, 1872--. 140 bundles (1-140) in 84 f. b.
Miscellaneous original papers, chiefly for cases which are settled out of court,
including warrants of attachments for debt, foreclosure of lien, seizure of
crop, mechanics liens, attachment bonds, petitions for roads, lis pendens,
summons and complaints, homestead proceedings, subpoenas, summons for relief,
rules to show cause, undertakings, oaths of office, constables' bonds and
oaths; election returns, candidates' oaths, pledges, and expense accounts;
notices of appeal and exceptions, appeals from magistrates; orders, venire
and excuses; master's report on sale of real estate, witness certificates,
citizenship papers, and other documents relating to non-criminal matters.

For abbreviations and explanatory notes see pages 16, 17

Arr. chron. Hdw., typed, and hdw. and typed on printed form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$.
For transcripts of mechanics' liens, see entry 62; for candidates' oaths and pledges, see entry 85; for other civil papers, see entries 101 and 121; for pending action, see entries 120 and 121; for homestead, see entry 126; for citizenship records, see entry 128.

111. INDEX TO MISCELLANEOUS CIVIL PAPERS, 1872--. 2 vols. (1, 2). Shows year, bundle, defendant, plaintiff, cause, disposition, remarks. Arr. alph. by name of defendant. Hdw. on printed ruled form. 312 to 648 pp. $18 \times 12 \times 1\frac{3}{4}$ to 3.

112. EXECUTIONS, 1876-1908. 1 vol. Discontinued. Record of judgments for debt against defendant's property levied upon under writs issued by the clerk of court to the sheriff, showing names of parties, and amount of judgment. Arr. chron. Indexed by name of plaintiff. Hdw. on printed form. $520 \text{ pp. } 16 \times 11 \times 2$.

Calendars

113. COMMON PLEAS CALENDAR NO. 1, 1873--. 7 vols. List of civil cases on issues of fact to be tried by jury, showing number of cause, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 150 to 240 double pp. $16 \times 11 \times 1\frac{1}{2}$ to $17 \times 11\frac{1}{2} \times 2\frac{1}{2}$.

114. COMMON PLEAS CALENDAR NO. 2, 1873--. 6 vols. List of cases on issues of law to be tried by the judge, showing number of cause, term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 150 to 250 double pp. $16 \times 11 \times 1\frac{1}{2}$ to $2\frac{1}{2}$.

115. COMMON PLEAS CALENDAR NO. 3, 1873--. 3 vols. List of cases not defended, wherein judgment goes by default (made up as court proceeds), showing number of cause, number of term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. Hdw. on printed ruled form. 150 to 250 double pp. $16 \times 11 \times 1\frac{1}{2}$ to 2.

For overlapping record, see Calendar 6, entry 118.

116. COMMON PLEAS CALENDAR NO. 4, 1873-83. 1 vol. Discontinued. List of default or interlocutory judgment cases in which inquiry must be made to assess damages of plaintiff; rules to show cause; motions; and other special proceedings, showing number of cause, term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 150 double pp. $16 \times 10\frac{1}{2} \times 1\frac{1}{2}$.

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117. COMMON PLEAS CALENDAR NO. 5, 1873-82. 1 vol. Discontinued. List of cases in which orders are to be taken in administration of judgment, and all cases of final appeal to the supreme court, showing number of cause, term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 159 double pp. $15\frac{1}{2}$ x 11 x $1\frac{1}{2}$.

118. COMMON PLEAS CALENDAR NO. 6, 1874-83. 1 vol. Discontinued. List of causes undefended in which judgment was entered by default, showing number of cause, term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 159 double pp. (56 used) 16 x 11 x $1\frac{1}{2}$.

For overlapping record, see entry 115.

119. BAR CALENDAR, 1873---. 2 vols. Last entry 1902. List for use of the bar of all cases on calendars 1, 2, and 3, showing number of cause, term, plaintiff, defendant, cause of action, date of note of issue, plaintiff's attorney, defendant's attorney, disposition last court, remarks. Also contains calendars 4, 5, and 6, 1873-83. Arr. by no. of cause under term of court. No index. Hdw. on printed ruled form. 162 to 206 double pp. 16 x 11 x $1\frac{1}{2}$ to 2.

Legal Notices

120. LIS PENDENS FILE BOOK, 1872---. 3 vols. (1-3).

Title varies: File Book.

File book which gives notice of pendency of action in cases involving title to real estate, showing title of cause, date of filing, class of paper, and by whom filed. Also contains entries of papers filed in general sessions and common pleas, 1872-1924. Arr. chron. Indexed by name of defendant. Hdw. on printed ruled form. 170 to 204 double pp. 14 x 9 x $1\frac{1}{2}$ to $16\frac{1}{2}$ x 11 x $2\frac{1}{2}$.

For original papers, see entry 110.

121. (CASES PENDING), 1919---. 23 pigeon holes (A-H, J-T, V-X).

Original papers of cases to be filed upon lis pendens because they involve title to real estate (some pending, some thrown out), such as summons for relief, attachment bonds, notice of pendency of action, summons and complaints, summons for debt, warrants of attachments. Arr. alph. by name of defendant. No index. Hdw. on printed form and typed. 8 x 5 x $11\frac{1}{2}$.

For other lis pendens papers, see entry 110.

Minutes

122. COMMON PLEAS JOURNAL, 1873---. 12 vols. (A-G, 1-5).

Minutes of common pleas court, including orders, motions granted or refused, names of jurors and of presiding judge, verdicts, awards confirmed, confessions of judgments, reports of referees, final judgments, and other matters

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specially ordered by court to be entered. Arr. chron. Indexed by name of plaintiff, 1873-99; of defendant, 1899--. Hdw. 320 to 600 pp. 16 x 10 $\frac{1}{2}$ x 2 to 18 x 13 x 3.

123. (CLERK'S MEMORANDA), 1873-79. 1 vol.
Memorandum minutes of the court of common pleas, and sessions docket, 1873-74. Arr. chron. Indexed by name of plaintiff. Hdw. 382 pp. 18 x 12 x 1 $\frac{1}{2}$.
For original sessions docket, see entry 94.

Estate Records

124. RECORD OF SALES FOR PARTITIONS, FINES, LICENSES AND DERELICT ESTATES, 1879--. 1 vol.
Cash book, 1879-1917, for clerk of court's sales under order of court, showing title of case, description, purchaser and amount; and clerk's returns as administrator of derelict estates. Also contains Fines and Forfeitures, 1912--, entry 99. Arr. chron. Sales indexed by name of plaintiff. Hdw. and newspaper clippings for sales; hdw. on ruled form for accounts. 700 pp. 18 $\frac{1}{2}$ x 12 x 2 $\frac{1}{2}$.
For receipts from treasurer, see entry 77.

125. ORDERS OF THE PROBATE COURT, 1885-89, 1895--. 2 vols.
Last entry 1910. Title varies: Journal Proceedings.
Record of petitions and orders of court of common pleas for appointment of probate judge as public guardian for minors or other incompetent persons; also his annual returns to the court on estates in his charge. Arr. chron. Indexed by name of defendant, 1895--; no index, 1885-89. Hdw. 400 pp. 16 x 10 x 2 $\frac{1}{2}$.

126. HOMESTEAD RECORD, 1877--. 1 vol. Last entry 1933.
Record of petitions for homestead exemption under orders of the court (within statutory limits) of property seized for debt; also returns of appraisers showing schedules of property. Arr. chron. Indexed by name of defendant. Hdw. 700 pp. (87 used) 18 x 12 x 3.
For original papers, see entry 110.

127. DOWNER FUND RECORD, 1879-88. 1 vol.
Record of proceedings for return to Aiken County of escheated school funds bequeathed by Alexander Downer, showing a copy of his will, a general statement of the status of the fund, accounts and return of the treasurer of the fund, petitions for advice and consent, petition and endorsement by the commissioners of the fund, report of referee, and order of court. Arr. chron. No index. Hdw., and hdw. on ruled form. 160 pp. (57 used) 16 x 10 $\frac{1}{2}$ x 3/4.

Miscellaneous

128. NATURALIZAT(io)N RECORD, 1906-20. 1 vol. Discontinued by order of Circuit Court.
Transcripts of proceedings in circuit courts for naturalization of aliens

For abbreviations and explanatory notes see pages 16, 17.

Master

(principally Russians), including petitions of aliens, order of court, oaths of witnesses, oath of allegiance, and certificate of citizenship. Arr. chron. No index. Hdw. on printed form. 400 pp. (16 used) 13 x 12 x $2\frac{1}{4}$.
For original papers, see entry 110.

129. DEPARTMENT OF COMMERCE AND LABOR (Declaration of Intention), 1910-20. 1 vol. Discontinued.

Signed declaration of aliens' (principally Russians) intention to become citizens. Also order, dated Feb. 7, 1920, of circuit judge authorizing court to suspend naturalization jurisdiction, and instructing clerk of court to deliver records to commissioner of naturalization (who cancelled unused pages). Arr. chron. Indexed by name of petitioner. Typed, and hdw. on printed form issued by division of naturalization, bureau of immigration, United States department of commerce and labor. 100 pp. 14 x $8\frac{1}{2}$ x $\frac{1}{2}$.

130. DEPARTMENT OF COMMERCE AND LABOR (Petition and Record), 1910-19, 1 vol. Discontinued by order of Circuit Court.

Petition for naturalization, also affidavits of witnesses, oath of allegiance, and order of court admitting petitioner. Arr. chron. Indexed by name of petitioner. Typed, and hdw. on printed form. 50 double pp. 18 x $11\frac{1}{2}$ x $\frac{1}{2}$.

131. ESTRAYS, 1873--. 1 vol. Last entry 1937.

Record of the sale of stray animals, showing date of entry, kind of stray, description and valuation by appraisers, names of appraisers and of magistrate, by whom taken up, when taken up, when sold, disposition of proceeds, certificate of magistrate. Arr. chron. No index. Hdw. on printed ruled form, and typed. 119 double pp. (9 used) 16 x $10\frac{1}{2}$ x 1.

XI. MASTER

The master is a statutory official of the court of common pleas, who assists the judge by hearing and reporting on matters referred to him.

The office in South Carolina was originally attached to the court of equity, probably even before 1721, when the master is mentioned in the act reorganizing that court after the overthrow of the proprietary government (Stat. VII, 165).

In 1868, the trial of civil cases by referee was provided for in all counties (Stat. XIV, 135). In 1878, after the old régime had resumed its control of local government, laws were passed to restore the office of master in ten counties (Stat. XVI, 608-10, 766). In Aiken County the office of master was established in 1883 (Stat. XVIII, 291).

The master is appointed by the governor with the advice and consent of the senate for a term of four years (Code 3678). Under court order, he has hearings of cases praying equitable relief, and he may grant orders for partition of estates and admeasurement of dower, but these are valid only when not

For abbreviations and explanatory notes see pages 16, 17

contested. All of his orders are subject to revision by the presiding judge at the succeeding term of court or by the resident judge at chambers. (Code 3696, 3698.) The master has power to compel the attendance of witnesses, to punish for contempt, to administer oaths, and to take affidavits (Code 3699). He attends the sittings of court in all cases in which he has acted officially, and he makes such sales as the court may order in granting equitable relief (Code 3692).

The master makes an annual report to the court of all estates in his charge, showing full accounts of money received and paid, with vouchers for such transactions (Code 3701). He is required to keep a reference book for all proceedings in the hearings he holds, and a ledger for the accounts of funds in his hands (Code 3702). In Aiken County the present master keeps his current records in his private law office in the Croft Building. For reports of the master, see entry 110.

132. REFERENCES AND PROCEEDINGS, 1884-97. 1 vol.

Record of decrees for sale of land and division of proceeds; summons and complaint for relief; orders and proceedings in reference. Arr. chron. Indexed by name of plaintiff. Hdw. 588 pp. 18 x 11 x 2. Supt. of education's office, safe.

133. MASTER'S SALES BOOK, 1884--. 9 vols. Missing: 1872-83. Title varies: Master's Sales; Settlement Ledger; Ledger.

Record of sales by the master, showing, 1884-1916, names of parties, description of land sold, purchaser, news clippings, and amount; 1912-20, shows parties, date, statement of costs, fees, disbursements, and expense of sale, also newspaper clippings; 1920-- shows parties, roll number, date sale reported, where receipts filed, statement of costs, commission, fees, disbursements, and expense of sale. Arr. chron. by date of sale, 1884-1920; arr. numer. by roll no., 1920--. No index, 1884-1910; indexed by name of plaintiff, 1889--. Hdw. on ruled form, and pasted newspaper clippings, 1884-1916; hdw. on printed form and newspaper clippings, 1912--. 100 to 404 pp. $11\frac{1}{2}$ x $7\frac{1}{2}$ x $\frac{1}{2}$ to 18 x $11\frac{1}{2}$ x 2. 6 vols., 1884-1927, supt. of education's office, safe; 1 vol., 1927-33, clerk of court's office.

134. CASH (Book), 1884-1908. 2 vols.

Record of cash received by the master from sales, showing date of sale and title of case to which credited. Arr. chron. Indexed by name of plaintiff. Hdw. on printed ruled form. 348 pp. $15\frac{1}{2}$ x 11 x 2. Supt. of education's office, safe.

135. MASTER'S CHECK BOOK, 1885-1911. 3 vols.

Stubs of checks given by the master in distributing proceeds from sales. Arr. numer. by check no. No index. Hdw. on printed form. 150 pp. 15 x $10\frac{1}{2}$ x 1 to $18\frac{1}{2}$ x 11 x 1. Supt. of education's office, safe.

136. MASTER'S RECEIPT BOOK, 1885--. 11 vols. (one unlabeled, B-E, one unlabeled, 2, 3, 5-7) and 6 f. b. Missing: 1884, 1929-30.

Original receipts, 1916-26, unbound; shows date, roll number and title of case, name of master, amount paid, purpose, and signature of recipient. Arr.

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Judge of Probate

chron. Indexed by name of plaintiff, 1885-1901, 1907-11, 1926--; no index, 1901-7, 1912-26. Hdw. on printed form, some pasted. Vols., 248 to 347 pp. 18 x 12 x 1 to 13 x 9 x 1 $\frac{1}{2}$; f. b. 14 x 5 x 18. 7 vols. and 6 f. b., 1885-1933, supt. of education's office, safe; 3 vols., 1920-26, 1933-36, clerk of court's office.

XII. JUDGE OF PROBATE

This office began in South Carolina in 1671, when wills were proved before the governor as the ordinary, presiding over the grand council as an orphans' court (JGC, p. 42, 49). Until the Revolution the governor continued to be the sole ordinary of the province. When the last royal governor fled in the autumn of 1775, the revolutionary assembly elected an ordinary for Charleston (JGA, March-April 1776, Columbia, 1906, p. 7). In accordance with the mandate of the constitution of 1778 (art. XXIV), the general assembly which convened at Jacksonborough in 1782 took up the appointment of ordinaries for the back county precincts (HJ, January-February 1782, Columbia, 1916, p. 39; SJ, p. 49). Estates for the people in what is now Aiken County were settled in the ordinaries' offices of Ninety-Six and Orangeburg, until in 1787 these offices were abolished and the duties were devolved upon the county courts in those districts (Stat. VII, 246). When county courts were abolished at the close of 1799 (Stat. VII, 291) ordinaries were elected by the general assembly for indefinite terms in each of the twenty-five circuit court districts (Stat. VII, 294). In 1812 the term was fixed at four years (Stat. V, 674). In 1815 the office became elective by the voters of each circuit law court district (Stat. VI, 11-13).

Under the constitution of 1868, the court of ordinary was replaced by a constitutional probate court (art. IV, 20) which combined the functions of the defunct court of ordinary in matters testamentary and of dower with those of the defunct court of equity in regard to guardians and trustees. In 1868, by legislative enactment, the probate court became a civil court of record (Stat. XIV, 76).

In Aiken County this office dates from 1872 (Ms. Journal A, p. 1, entry 160). The constitution of 1895 made the probate court dependent upon the general assembly in all counties except Charleston, where alone it remained a constitutional court (art. V, 19). The court over which the judge of probate presides is a civil court of record with original jurisdiction in matters testamentary and of administration, in business pertaining to minors and allotment of dower, in cases of idiocy and lunacy, and persons not able to take care of their own affairs (Code 208), and appeals are carried to the court of common pleas (Code 230).

The judge of probate is a statutory official elected for a term of four years (Code 3640), whose duties are concerned with transmission of estates and with domestic relations. His title is derived from his duty to prove or test the genuineness of wills brought to be recorded. Proceedings in the

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court are instituted by petition or by complaint (Code 237), under rules of practice made by the state supreme court. After petition and publication of citation, a surety bond is signed by a representative of the estate, to whom the judge then issues a letter authorizing him as fiduciary to perform his duties. No change has been made in this procedure since the beginning of the office in South Carolina.

The records system was standardized in 1839 to require that an alphabetical index be kept in a book, showing the location of the packages of original papers of record for each estate. Transcriptions were required to be made, in separate volumes for each series, of wills, inventories (with appraisements and sales), bonds, letters, and returns of administrators and guardians, each book with an "index to the surnames of the parties" (Stat. XI, 47-48; Code 3648). In 1824, the ordinary was authorized to order sale for division of real estate not to exceed \$1000 (Stat. VI, 248-51). In 1882, partition of real estate was placed under the jurisdiction of the common pleas court (Stat. XVII, 982), but the judge of probate has concurrent jurisdiction to order sale of real property as an asset for debt (Stat. XV, 868; Code 9000); and he is still required to keep a record of division and sale of real estate (Code 3648). At all times his cash book, showing accounts with individual estates, is open to inspection as a public record (1839, Stat. XI, 48; Code 3648). Since 1923 he has been required to report to the auditor descriptions of real estate changing hands by inheritance (Stat. XXXIII, 117; Code 227).

In addition to records of estates, he is required to keep a file book for papers filed in any suit in his court (probate court rule 1, Code I, 1237), a calendar or docket of cases (*ibid.*); a journal for every judgment, sentence, act, or order in his official capacity (1839, Stat. XI, 48); and an index to his decrees for the payment of money, which he must enroll in the court of common pleas to give them the force of judgments against the estates concerned (1840, Stat. XI, 118; 1878, XVI, 711; Code 241, 3648).

When an estate is derelict because no executor or administrator qualifies, he must appoint the clerk of court to act as fiduciary (1873, Stat. XV, 413; Code 8980). When no other guardian can be found, the judge of probate must act as public guardian (1890, Stat. XVII, 463; Code 8623). Since 1882, he has been required to keep an index to land devised, with a full description of the property, for convenience in tracing land titles (Stat. XVIII, 131; Code 3648). Since 1922, he must send to the state tax commission a copy of the fiduciary's statement of the names of the heirs and the value of each estate (Stat. XXXII, 807; Code 2489), and he files a copy of the statement with other estate papers after recording it upon a register. Since 1925, he has settled estates of \$500 and less without administration (Stat. XXXIV, 93; Code 9028).

Under certain conditions, he may commit insane persons to the State Hospital (1870, Stat. XIV, 436; Code 6226-27); and incorrigible children to reformatories (1912, Stat. XXVII, 764; Code 247). Since 1911, he has issued marriage licenses and kept a marriage register (Stat. XXVII, 131-33; Code 8557-61). In 1919, he became clerk of the county pension board (Acts, p. 277).

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to disburse state pensions to veterans, widows, and faithful servants of the Confederacy, a duty which he continued when this board was replaced by the board of honor in 1929 (Acts, p. 176; Code 4981). In 1937, the state comptroller general assumed this duty (Acts, p. 639) but in 1938, the duty was returned to the judge of probate. The judge of probate may become a member of the board of honor, if there is only one veteran living in the county (infra, p. 87). Under the "quart a month" law of 1917 (Acts, p. 70), the judge of probate issued permits to import by public carrier intoxicants from "wet" states, until the 18th amendment to the federal constitution went into effect on January 1, 1919. Upon national repeal in 1933, he resumed this duty until a state law of 1935 repealed state prohibition (Acts, p. 325).

Transmission of Property

Papers of Record and Indexes

137. (ESTATES), 1873--. 180 f. b. (numbered without system 1-509). Original papers connected with administrations, guardianships, committeeships, and settlement of estates, including wills, petitions and orders, citations, bonds, letters, inventories, appraisements, sales, and returns. Arr. chron. Hdw., typed, and hdw. and typed on printed form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$.
For other estate papers, see entry 140.

138. INDEX TO ESTATE, 1873--. 2 vols. (A, B). Shows name of estate, denomination of fiduciary, executors, administrators and guardians, box number, and year. Arr. alph. by name of estate. Hdw. on printed ruled form. 216 to 540 pp. $18\frac{1}{2} \times 12 \times 1\frac{1}{2}$ to $2\frac{1}{2}$.

139. (INDEX TO ESTATE FILES), 1873-1920. 1 vol. Discarded index to estate files, showing name of estate, denomination, executors, administrators and guardians, box number. Arr. alph. by name of estate. Hdw. on printed ruled form. 548 pp. $18 \times 12 \times 2$.

140. PROMISCUSOUS (sic) PAPERS, 1873-96, 1913-24. 2 f. b. Title varies: Judgments and Returns. Various papers found loose in the office and boxed for security, including notes, bonds, petitions, orders, decrees, returns, letters, mortgages, titles to real estate, tax receipts; and lunacy papers, 1895-96. Also contain 1 package labeled miscellaneous papers, 1913-24. No arr. No index. Hdw., typed, and hdw. on printed form. $10\frac{1}{2} \times 5 \times 13\frac{1}{2}$.
For other estate papers, see entry 137; for subsequent records of lunacy, see entry 165.

Transcripts

141. WILL BOOK, 1873--. 9 vols. (A-I). Transcripts of wills admitted to probate, showing name and residence of testator, disposition to be made of his property among heirs, date of will, and names of witnesses. Arr. chron. Indexed by name of testator. Hdw. 500 to 800 pp. $16 \times 11\frac{1}{2} \times 2\frac{1}{2}$ to $18 \times 13 \times 3\frac{1}{2}$.

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142. GUARDIAN ESTATES, 1907-17. 1 vol.
Transcripts of petitions and orders for Letters of Guardianship, entry 149.
Arr. chron. Indexed by names of guardian, minor or ward, and petitioner. Hdw.
340 pp. 16 x 11 $\frac{1}{2}$ x 1 $\frac{1}{2}$.

143. GUARDIAN BOND, 1873--. 5 vols. (B-F). Missing: 1882-95.
Transcripts of bonds given by guardians to insure just handling of trust funds
for wards in their charge. Arr. chron. Indexed by name of guardian, minor or
ward, 1873-1921; by name of estate or minor, 1921--. Hdw. on printed form.
160 to 576 pp. 14 x 8 $\frac{1}{2}$ x 1 to 16 x 12 x 2.

144. ADMINISTRATION BONDS, 1873--. 6 vols. (two unlabeled, C-F).
Missing: 1900.
Transcripts of surety bonds of administrators made payable to judge of probate
in case of forfeiture for improper administration of estate. Arr. chron. In-
dexed by name of admr. or exor., 1873-99; by name of estate, 1901--. Hdw. on
printed form. 200 to 550 pp. 14 x 9 x 1 $\frac{1}{2}$ to 16 $\frac{1}{2}$ x 12 x 2 $\frac{1}{2}$.

145. ADMINISTRATION BOND WILL ANNEXED AND LETTERS, 1873--. 2 vols.
(A, B).
Transcripts 1873, of surety bond with will annexed, filed by person qualifying
under a will which names no executor, or when executor fails to qualify; also
transcripts 1873--., of letters authorizing administrator to act in such case.
Arr. chron. Indexed by names of both estate and admr. or exor. Hdw. on
printed form. 300 to 450 pp. 14 $\frac{1}{4}$ x 8 $\frac{1}{2}$ x 2 to 16 $\frac{1}{2}$ x 11 x 2 $\frac{1}{2}$.

146. CITATIONS, RELIEF OF SURETIES, LETTERS OF ADMINISTRATION, 1873--.
1 vol. Last entry 1896. Missing: 1881-95.
Citations, 1877-96, to interested parties to appear and show cause why relief
should not be granted sureties; and 1873-81, why letters of administration
should not be issued to persons named. Arr. chron. Indexed by names of admr.
and estate. Hdw. on printed form. 300 pp. 14 x 9 x 2.

147. LETTERS OF TESTAMENTARY, 1873--. 4 vols. (A-D). Title varies:
Letters Testamentary and Letters of Administration.
Transcripts of letters issued to executors giving them charge of the estates;
also contains Letters of Administration, 1873-83, entry 148. Arr. chron. In-
dexed by names of estate and exor., 1873-1920; by estate, 1921--. Hdw. on
printed form. 300 to 700 pp. 14 x 9 x 2 to 16 x 11 $\frac{1}{2}$ x 3 $\frac{1}{4}$.

148. LETTERS OF ADMINISTRATION, 1884--. 5 vols. (B-F). 1873-83 in
Letters of Testamentary, entry 147.
Transcripts of letters authorizing persons qualified to enter upon specified
duties in administering estates named. Arr. chron. Indexed by name of admr.,
1884-1901; by estate, 1901--. Hdw. on printed form. 300 to 600 pp. 14 x 8 $\frac{1}{2}$
x 2 to 16 $\frac{1}{2}$ x 11 $\frac{1}{2}$ x 2 $\frac{1}{2}$.

149. LETTERS OF GUARDIANSHIP, 1873--. 3 vols. (A-C).
Transcripts of letters entrusting to guardians responsibility for estates, as
well as maintenance and education, of minors. Arr. chron. Indexed by names
of guardian and ward, 1873-1913; by estates, 1913--. Hdw. on printed form.

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200 to 640 pp. 14 x 9 x $1\frac{1}{2}$ to 16 x 12 x $2\frac{1}{2}$.
For petitions and orders, see entry 142.

150. COMMITTEE BOND AND LETTER OF COMMITTEESHIP, 1924--. 1 vol.
Transcripts of letters of committee issued to persons who qualify as committee for the person and estate of incompetent adult; also transcripts of bonds filed by members of such committees. Arr. chron. Indexed by name of incompetent. Hdw. on printed form. 604 pp. 18 x 12 x $2\frac{1}{2}$.

151. LETTERS DISMISSORY, 1877--. 7 vols. (A, A-F).
Transcripts of letters dismissing guardians, administrators, executors, or committees after estate has been settled. Arr. chron. Indexed by name of estate and admr., guardian or exor., 1877-1924; by estates, 1924--. Hdw. on printed form. 200 to 560 pp. 14 x 9 x $1\frac{1}{2}$ to 16 x 11 x $2\frac{1}{2}$.

152. WARRANT OF APPRAISEMENTS INVENTORY OF APPRAISERS, 1873--. 10 vols. (A, A, D-K). Title varies: Inventories Appraisements and Sales. Transcripts, showing items and value of property as fixed by appraisers appointed by the probate court; also warrants authorizing appraisements; proceeds of sales; and oaths of appraisers. Arr. chron. Indexed by names of estate and admr. or exor., 1873-1919; by estates, 1919--. Hdw., 1873-1922; hdw. on printed form, 1923--. 600 pp. $16\frac{1}{2}$ x $11\frac{1}{2}$ x $2\frac{1}{2}$ to 18 x 12 x 3.

153. RETURN BOOKS, 1877--. 10 vols. (A-J).
Transcripts of annual and final returns filed by administrator or executor, showing what money was received and from what source; also what debts have been paid, and the division among the heirs. Arr. chron. Indexed by names of estates and admr. or guardian, 1877-1921; by estates, 1921--. Hdw. 576 to 1100 pp. 18 x 12 x $2\frac{1}{2}$ to $4\frac{1}{4}$.

Inheritance Tax

154. RECORD TAXABLE INHERITANCE, 1923--. 2 vols. (A, B).
Record of estates reported to state tax commission, showing name of estate; name, title and address of fiduciary; office file number, date of qualification of fiduciary; dates of filing with commission statement under section 9, copies of will, inventory, and appraisal; date non-taxable certificate received; date of payment of tax to state treasurer; remarks; additional columns for reappraisal, extension of time and other information when necessary. Arr. alph. by name of estate. Hdw. on printed ruled form. 108 to 204 double pp. $14\frac{1}{2}$ x $17\frac{1}{2}$ x $1\frac{1}{2}$ to $2\frac{1}{2}$.

Accounts

155. CASH BOOK (Ledger), 1873--. 3 vols. (one unlabeled, B, C).
Missing: 1880-84.
Accounts of all cash handled by the judge of probate in the settlement of estates, showing date, description of item, and amount credited or charged to each estate. Arr. chron. under estate account. Indexed by name of estate. Hdw. on ruled form. 384 to 628 pp. $12\frac{1}{2}$ x $7\frac{1}{2}$ x 1 to 16 x 12 x $2\frac{1}{2}$.

For abbreviations and explanatory notes see pages 16, 17

Judge of Probate - Sales Accounts;
Court Procedure

156. RECEIPT BOOK, 1873--. 6 vols. (three unlabeled, A-C). Original receipts for trust funds paid out by the probate judge, showing name of estate, date, amount, and signature of recipient. Arr. chron. No index. Hdw., and hdw. on printed form, some pasted. 200 to 586 pp. $7\frac{1}{2}$ x $9\frac{1}{4}$ x $1\frac{1}{4}$ to 14 x $8\frac{1}{2}$ x 1 to 2.

157. UN-ADMINISTERED ESTATES, 1925--. 2 f. b. Accounts of estates of less than \$500, for which the judge of probate is administrator by the Act of 1925. Arr. chron. No index. Hdw., typed and hdw. on printed form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.

Sales Accounts

158. SALE OF PERSONAL PROPERTY, 1925--. 1 vol. (G). Record of private or public sales of personal property belonging to estates, showing proceeds and names of purchasers. Arr. chron. Indexed by name of estate. Hdw, 652 pp. 18 x $12\frac{1}{2}$ x 3.

159. PROBATE SALES, 1904--. 4 vols. Missing: 1873-1903. Title varies: Record. Clippings from newspapers describing tracts of land to be auctioned in front of the courthouse on salesday; also accounts of sales, giving name of purchaser and amount of sale. Arr. chron. No index, 1904-26, 1936--; indexed by name of estate, 1926-35. Hdw., and pasted newspaper clippings. 100 to 382 pp. 12 x $7\frac{1}{2}$ x $\frac{1}{2}$ to 18 x $12\frac{1}{2}$ x 3.

Court Procedure

160. JOURNAL (File Book), Dec. 1872--. 2 vols. Unrecorded: 1934-36. File book of legal papers, showing box and bundle number, names of estate and fiduciary, date of filing papers, names of parties, and description of papers filed. Arr. chron. Indexed by name of estate. Hdw. on ruled form. 596 to 700 pp. 18 x 12 x $2\frac{1}{2}$ to 3.

161. DOWER ESTATES, 1877--. 1 vol. Last entry 1908. Transcripts of petitions for admeasurement of dower and related proceedings, with appointment of guardians ad litem, testimony of witnesses and court orders. Arr. chron. Indexed by name of plaintiff. Hdw. 340 pp. (14 used) $16\frac{1}{2}$ x 11 x $1\frac{1}{2}$.

162. HOMESTEAD ESTATES, n. d. 1 vol. 1 entry. Petition for setting off of homestead, and order giving size and boundary fixed by appraisers. Indexed by name of petitioner. Hdw. 330 pp. (1 used) $16\frac{1}{2}$ x 11 x $1\frac{1}{2}$.

163. ORDERS AND DECREES, 1876--. 9 vols. (A-I). Title varies: Pleadings. Transcripts of legal papers for orders and decrees of probate court, showing

For abbreviations and explanatory notes see pages 16, 17

names of parties. Arr. chron. Indexed by name of estate. Hdw. 588 to 800 pp. $16\frac{1}{2}$ x 11 x $2\frac{1}{2}$ to $18\frac{1}{2}$ x 13 x $3\frac{1}{2}$.

164. INDEX TO MONEY DECREES, 1879--. 1 vol. Last entry 1912. Index to money decrees which have been enrolled in court of common pleas to give them force as judgments against estates, showing number of box and package; names of parties, estates, and attorneys; cause of action, amount to be paid, costs; dates of enrollment, of execution, and of satisfaction. Arr. alph. by name of plaintiff. Hdw. on printed ruled form. 159 double pp. 16 x $10\frac{1}{2}$ x $1\frac{1}{2}$.

Commitments

165. LUNATICS, 1907--. 1384 cases (1-1384) in 8 f. b. Original applications to have patient examined; judge of probate's orders to physicians; medical certificates of insanity; orders of commitment to South Carolina State Hospital; parole or discharge; also petition in court for commitment of incorrigibles and custody of minors. Arr. by case no. Hdw., typed, and hdw. and typed on printed form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.
For prior records, see entry 140.

166. LUNACY ESTATES, 1886--. 3 vols. (A-C). Missing: 1873-85. Title varies: Lunacy Record; File Docket. Abstract, showing number of case, parties, doctors, nature of action and date of commitment. Also contains a record of incorrigible minors committed to reformatories. Arr. numer. by case no. Indexed by names of lunatic and criminal minor (detached for B, see entry 167). Hdw. on printed ruled form, 1886-1932; hdw. on ruled form, 1932--. 150 double pp. 16 x $10\frac{1}{2}$ x $1\frac{1}{2}$.

167. INDEX TO DOCKET PROBATE COURT (Lunacy Index), 1905-32. 1 vol. An index to Lunacy Record B, entry 166, showing number of case, name, page, race. Arr. alph. by name of case. Hdw. on ruled form. 75 pp. $15\frac{1}{2}$ x 10 x $\frac{1}{4}$.

Marriage

168. MARRIAGE LICENSE, 1911--. 29468 licenses (1-29468) in 46 f. b. Original marriage licenses, showing affidavits of eligibility by contracting parties, and certificates of officiating officer that marriage was performed. Arr. chron. For index, see entry 169. Hdw. on printed form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.

169. MARRIAGE REGISTER, 1911--. 10 vols. (1-6, nos. paired after 2). Title varies: Marriage Register Man; Marriage Register Woman. Register serving also as index to Marriage Licenses, showing, 1911--, file number, name of man, residence, age, and color; name of woman, residence, age, and color; date of issue, name and title of minister or officer celebrating marriage, date of marriage, date of return, and remarks; also shows in separate volumes, 1927--, file number, name of woman, residence, age, and color; name of man, residence, age, and color; date of issue, name and title of minister or officer celebrating marriage, date of marriage, date of return,

For abbreviations and explanatory notes see pages 16, 17

Magistrates

and remarks. Arr. alph. by name of man, 1911--; also arr. alph. by name of woman, 1927--. Hdw. on printed ruled form. 200 to 260 double pp, 16 x 11 x 2.

Pensions

170. PENSION APPLICATIONS, 1919-23. 1 f. b. (394 applications). Bills and claims of pensioners for 1921, new pension applicants for 1923; new applicants for 1920; widows on 1919 pension roll, widows not on 1919 roll, Confederates on 1919 pension roll, Confederates not on 1919 roll (copy). Arr. in groups by type of applicant under year. No index. Hdw. on printed form, and typed. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.

171. PENSION LEDGER, 1919--. 1 vol. List of Confederate pensioners, showing date, class, name, address, and amount. Arr. alph. by name of pensioner under class by year. No index. Hdw. on ruled form. 400 pp. 14 x 9 x 2.

For prior records, see entry 81.

172. PENSION RECORD, 1919--. 5 f. b. Original letters pertaining to pensions, receipts for pensions; and stubs of checks issued to pensioners, showing names and amounts. Arr. by dates. No index. Hdw., typed, and hdw. on ruled form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.

Liquor Permits

173. LIQUOR PERMITS, 1933-35. 1 f. b. Affidavits to obtain permit for purchasing liquor under the "quart a month" law, showing number of permit, name of deponent, oath that he is more than 21 years of age, has not received a permit during present calendar month for liquors, that he is not a student of an institution of learning, that he is the head of a family, place where package will be received, amount, kind (rye, corn, wine, etc.) for his personal medical use, and that place where package will be delivered is nearest his home, date, notary public's signature, deponent's signature. Arr. numer. by certificate no. Hdw. on printed form. $10\frac{1}{2}$ x 5 x $13\frac{1}{2}$.

174. RECORD OF WHISKEY PERMITS, 1917-19, Dec. 1933-35. 2 vols. Record of permits to import from "wet" states by common carrier one quart of intoxicating liquor, showing date, certificate number, name of applicant or consignee, office, name of carrier, amount and kind of liquor, and remarks. Arr. alph. by name of applicant. No index. Hdw. on printed ruled form. 100 to 640 pp. 18 x $11\frac{1}{2}$ x $\frac{1}{4}$ to 16 x 11 x $2\frac{1}{2}$.

XIII. MAGISTRATES

The office of magistrate is an ancient English institution which came to South Carolina with the first settlers. Magistrates as justices of the peace

For abbreviations and explanatory notes see pages 16, 17

Magistrates

were the pioneer local representatives of law in what is now Aiken County.

Under the constitution of 1776 (art. XIX), justices of the peace were nominated by the general assembly and commissioned by the state president during his pleasure. Under the constitution of 1778, they were nominated by the senate and house jointly and commissioned by the governor (art. XXVI). In 1785 they began to preside over the county court (Stat. VII, 212). The constitution of 1790 continued them without change (art. VI, 2), but in 1791 they lost their seats in the county court (Stat. VII, 266-68). The constitution of 1868 required that they be elected by the qualified electors of each county and be commissioned by the governor (art. IV, 21). Under the constitution of 1895, they were appointed and commissioned by the governor with the advice and consent of the senate for a term of two years (art. V, 20), and they are usually nominated in the primary (Code 2365).

At present there are fourteen magistrates in Aiken County. Each magistrate is required to be a resident of the district for which he is appointed. Each has exclusive jurisdiction within his district in all criminal cases triable by him and limited to punishment not exceeding \$100 fine or thirty days imprisonment. Each has jurisdiction throughout the county in minor civil matters and when acting as an examining court for cases cognizable by the court of general sessions (Code 3709). Proceedings in criminal cases are instituted by information under oath (Code 930). Trial may be by jury of six (Code 3710-11), and cases may be appealed to the circuit court (Code 1024). In certain cases the magistrate may act as coroner (Code 3562). He is authorized to administer oaths, to take depositions, renunciations of dower and testimony, to compel the attendance of witnesses and to punish for contempt (Code 3713-17).

Magistrates are required by law to keep two books, one for civil and the other for criminal cases, in which are recorded the title of each case, the disposition, the warrants issued, and fees and fines collected. These are subject to inspection by the circuit solicitor. (Code 3717.) Magistrates receive a salary in lieu of fees for criminal cases (Code 3718), and all fines must be turned over to the county treasurer (Code 3723).

Each magistrate appoints a constable, who serves his warrants (Code 3734). The constables have authority throughout the county (Code 3737).

For magistrates' reports, see entries 4, 210, 240; for record of estrays, see entry 131.

175. MAGISTRATE'S CRIMINAL DOCKET, 1888--. 20 vols. Title varies: Criminal Docket of Trial Justice; Criminal Docket; Ledger. List of criminal cases tried in magistrate's court, showing date, title of case, offense, names of witnesses, jurors, and arresting officer; fines imposed; verdict and disposition of the case. Volumes are for districts as follows:

No. of Vols.	Dates	Magistrates or District	Location
5	1888-93	L. R. Weeks, Aiken	Hall, annex

For abbreviations and explanatory notes see pages 16, 17

No. of Vols.	Dates	Magistrate or District	Location
1	1910	Wm. M. Smoak	Hall, annex
1	1901, 1905-9	Langley	Warehouse
1	1906-7	J. W. Stone	"
1	1920-22	11th. district	"
1	1925--	Joe Forman	Treas. office
1	1929-35	G. L. Cushman	" "
1	1929--	Dan Sawyer	" "
1	1934--	Chas. T. Bailey	" "
2	1934--	C. C. Seigler	" "
1	1935--	H. G. Barrow	" "
1	1935--	R. L. Holsonback	" "
1	1935--	Edgar Key	" "
2	1932--	D. K. Lybrand	Office

Arr. chron. No index. Hdw. on printed ruled form. 50 to 100 double pp. 12 x 7 $\frac{1}{2}$ x 3/8 to 14 x 11 x 1.

176. MAGISTRATE'S CIVIL DOCKET, 1921-22, 1931--. 3 vols.

Title varies: Ledger.

List of civil cases tried in magistrate's court, showing date, names of parties, cause of action; names of attorneys, witnesses, and jurors; amount of costs, disposition of case. Arr. chron. No index. Hdw. on printed ruled form. 25 to 50 double pp. 12 x 8 x $\frac{1}{2}$ to 18 x 12 x $\frac{1}{2}$. 1 vol., 1921-22, warehouse; 2 vols., 1931--, office.

XIV. SHERIFF

Although the sheriff is one of the most ancient of English offices, the title in early South Carolina was applied to the chief justices (Stat. I, 50; PR, II, 37), while the sheriff's duties were performed by a marshal, (1671, JGC, p. 11). The circuit court act of 1769 abolished the office of provost marshal of the province, and established a sheriff for each of the circuit court districts, to be elected by the general assembly (Grimke, Public Laws, pp. 268-75). In 1808 the office was made elective by the voters in each circuit law court district for a term of four years (Stat. V, 569). In Aiken County the office dates from the formation of the county (Stat. XIV, 695-96).

Under the state constitutions of 1776 (art. XXI); 1778 (art. XXVIII); 1790 (art. VI, 2); 1868 (art. IV, 30); and 1895, the sheriff has been a constitutional officer, and under the last he is now elected for a term of four years (art. V, 30). He is the arm of the courts, to execute writs and processes, and to enforce orders and judgments (Code 3520). He is required to attend each session of the circuit courts (Code 3519). In preserving the peace, he may call to his assistance any person (Code 1952), and in the duties of the office in Aiken County he is assisted by three deputies (Acts 1937, p. 730). From 1921 until 1924, the road officer was appointed by, and was under the direction of, the sheriff (supra, p. 20). The sheriff has charge of the jail and all prisoners (Code 1938). He collects delinquent taxes under execution (Code 2853-56), makes judicial sales (Code 3542) and the resultant land

For abbreviations and explanatory notes see pages 16, 17

titles (Acts 1938, p. 1681), and once a month he has a regular sales day at the courthouse (Code 9072-73). Every sixty days he has a settlement with the treasurer, to whom he pays county funds he has collected (Code 3547); and once a month he makes statements in writing to the auditor and to the treasurer of fines and moneys collected (Code 3544).

The required records of this office date back to immemorial usage, and have been standardized since 1839 as the Writ Book, Execution Book, and Sale Book (Stat. XI, 26-27; Code 3511). The Tax Execution Book was added in 1900 (Stat. XXIII, 305-7; Code 2861, 3546), although the duty of collecting delinquent taxes had been a standardized requirement since 1839 (Stat. XI, 37).

Writs, Warrants and Executions

177. WRIT BOOK, 1872--. 14 vols. (A-N).

Record of every summons, subpoena, rule, injunction or other mesne process from the courts received by the sheriff, showing names of parties, attorneys, kind of process, kind of action, when lodged, by whom, how and when served, number of miles traveled, and sheriff's costs. Arr. chron. Indexed by name of defendant, 1872-83; indexed in front of vol. by name of defendant, in back by plaintiff, 1883--. Hdw. on printed ruled form. 150 to 352 double pp. 18 x 12 x 1 $\frac{1}{2}$ to 3. 10 vols., 1872-1910, warehouse.

178. EXECUTION BOOK, 1872--. 8 vols. (A-H).

Record of every writ, attachment or other final process received by the sheriff, showing kind of execution, date of entry, names of parties, judgment, amount, attorneys, sheriff's receipt, levy, and plaintiff's receipt. Arr. chron. Indexed by name of defendant, 1872-80; indexed in front of vol. by name of defendant, in back by plaintiff, 1881--. Hdw. on printed ruled form. 158 double pp. 18 x 12 $\frac{1}{2}$ x 2.

179. SHERIFF'S TAX EXECUTION BOOK, 1888--. 40 vols.

Record of delinquent taxes collected by sheriff under execution from treasurer, showing number of execution, name of taxpayer, date of payment, number of acres, number of lots, number of buildings, value of realty, value of personalty, total value, total taxes, taxes and penalties, polls, penalty on polls, capitation road tax, total taxes and penalties, executions collected and paid to county treasurer, executions nulla bona, treasurer's costs, sheriff's costs, and remarks. Arr. alph. by name of property owner under twps., 1888-1915; under school district, 1916--. No index. Hdw. on printed ruled form. 200 pp. 18 x 12 x 1 $\frac{1}{2}$. 14 vols., 1888-1906, 1910-15, 1917-23, warehouse.

180. (SHERIFF'S TAX RECEIPT BOOK), 1933--. 35 vols.

Carbon copies of receipts for taxes paid in the sheriff's office by the delinquent taxpayers, showing name of taxpayer, number of school district, and amount. Arr. chron. No index. Hdw. on printed form. 100 pp. 8 $\frac{1}{2}$ x 7 $\frac{1}{2}$ x 1.

181. (DELINQUENT TAXES), 1928--. 5 vols. (1-3, two unlabeled).

Record of installment payments, 1933--, on delinquent taxes due for 1928-35, showing year of taxes, name of taxpayer, number of installment, date of pay-

Sheriff

ment, number of acres, number of lots, number of buildings, value of realty, value of personalty; state, county and school; poll, road, dog, total taxes, 7 percent penalty, total taxes and penalties, treasurer's costs, sheriff's costs, mileage, total for payment, executions collected, executions nulla bona, and remarks. Arr. alph. by name of taxpayer under school district. No index. Hdw. on printed ruled form. 250 to 440 pp. 15 x 20 x 2 to 16 $\frac{1}{2}$ x 22 x 2 $\frac{1}{4}$.

182. TAX ABATEMENTS, 1929--. 2 f. d.

Auditor's abatement notices sent to sheriff, so that should the tax go into execution the sheriff may show the reduction on his account. Arr. alph. by name of petitioner for abatement. No index. Hdw. on printed form. 11 x 13 $\frac{1}{2}$ x 15.

183. SHERIFF'S EXECUTION BOOKS (Settlement), 1933--. 2 vols.

Sheriff's settlement with the county treasurer for taxes collected, showing date, number of receipt, number of school district, value of property, tax levy, poll tax, road tax, dog tax, penalty, total tax, treasurer's costs, sheriff's costs, mileage, total. Arr. numer. by receipt no. under school district no. No index. Hdw. on printed ruled form. 400 to 496 pp. 14 x 17 x 1 3/4 to 16 $\frac{1}{2}$ x 15 x 2.

184. (EXECUTIONS), 1928--. 22 f. b.

Original unpaid tax executions. Arr. alph. by name of taxpayer under school district. No index. Hdw. on printed form. 10 $\frac{1}{2}$ x 5 x 13 $\frac{1}{2}$.

185. ABSTRACT (of Executions Pending), 1928-32. 5 sheets.

Abstracts of tax executions still in the hands of the sheriff, showing school district, total taxable property, state tax, county tax, school tax, poll tax, number of dogs, aggregate of taxes for all purposes. Arr. chron. by years. No index. Hdw. on printed ruled form. 21 $\frac{1}{4}$ x 34 x 1/8.

186. ABSTRACT (of Executions Settled), 1928-35. 8 sheets

Abstracts of executions and nulla bonas, showing school district, total taxable property, state tax, county tax, school tax, poll tax, number of dogs, aggregate of taxes for all purposes. Arr. chron. by years. No index. Hdw. on printed ruled form. 21 $\frac{1}{4}$ x 34 x 1/8.

187. EXECUTIONS, 1932--. 1 f. b.

Original executions against property showing names of parties and amount. No arr. No index. Hdw. on printed form. 4 x 5 x 16.

188. (MISCELLANEOUS WARRANTS), 1937--. 1 f. b.

Original arrest warrants, distress warrants, and papers pertaining to seizure of contraband liquors. No arr. No index. Hdw. on printed form. 4 x 5 x 16.

189. PAPERS SERVED, 1934--. 1 f. b.

Original summons and complaints, summons for relief, served by sheriff upon parties named in document. Also contains bills of sale. No arr. No index. Typed, and hdw. on printed form. 4 x 5 x 16.

190. AIKEN COUNTY WARRANTS, 1933--. 1 f. b.
Original arrest warrants, showing name and offense of person warrant is issued for and affidavit of plaintiff. No arr. No index. Hdw. on printed form. 4 x 5 x 16.

191. (MISCELLANEOUS PAPERS), 1873-90, 1899, 1920. 2 bundles.
Original papers, including arrest warrants, papers turned over to sheriff by clerk of court for execution, commitments, requisition papers and proclamations from the governor. No arr. No index. Hdw., hdw. on printed form. 9 x $\frac{1}{2}$ x 2 to 2 $\frac{1}{2}$. Warehouse.

192. WARRANTS, 1930-31. 1 vol.
Record of arrest warrants from Aiken and other counties served on people in Aiken County, showing warrant, from what county, when lodged, by whom served, disposition and costs. Arr. chron. Indexed by name of defendant. Hdw. on printed ruled form. 644 pp. (3 used) 18 $\frac{1}{4}$ x 12 x 3.

193. WARRANTS FROM GEORGIA, 1935--. 1 f. b.
Original warrants for arrest of fugitives from Georgia, showing name of accused, crime for which wanted, name of official authorizing issue of warrant, and extradition papers from governor. No arr. No index. Hdw. on printed form. 4 x 5 x 16.

Sales

194. SHERIFF'S MORTGAGE SALES BOOK, 1904--. 1 vol. Last entry 1934.
Record of sales by the sheriff under executions for judgments or for foreclosure of mortgages. Also newspaper clippings giving notices of sales. Arr. chron. No index. Hdw. on ruled form, and pasted newspaper clippings. 200 pp. (49 used) 16 x 7 x 1.

195. MORTGAGE OF REAL ESTATE (Index to Levies on Real Estate), 1926--.
1 vol. Last entry 1935.
Record in abstract of mortgage owners to be notified of sheriff's levies upon real estate for unpaid taxes, showing name of mortgagee, post office address of owner of mortgage, name of grantor or mortgagor, kind of instrument, book of record, page of record, and date filed with sheriff. Arr. alph. by name of grantor or mortgagor. No index. Hdw. on printed ruled form. 600 pp. 16 x 15 $\frac{1}{2}$ x 2 $\frac{3}{4}$.

196. LEDGER (Sales), 1913-28. 1 vol.
Notices of sales of personal property, forfeited or sold under execution, including distress for rent and crops, showing dates, names of parties, description of property, and amount realized. Also contains receipts from sheriff and county treasurer to various persons for funds turned in. Arr. chron. No index. Hdw. on ruled form, and pasted newspaper clippings; receipts: hdw. on printed form. 188 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

197. DELINQUENT TAX SALES, 1873--. 6 vols. Missing: 1895-1902.
Title varies: Sales Book; Sheriff's Sales Memo.; Sheriff's
Execution Sales Book; Ledger.

Record of sheriff's sales of property under tax execution, showing date, name of taxpayer, school district number, description of property sold, amount delinquent for each year, name of purchaser, and amount paid. Arr. chron. Indexed by name of defendant in front and by plaintiff in back, 1872-88; by name of delinquent taxpayer, 1937--; no index, 1888-1936. 176 to 584 pp. 12 x $7\frac{1}{2}$ x 1 to 18 x 12 x 3. 1 vol., 1873-88, warehouse.

For auditor's record, see entry 215.

198. CASH BOOK, 1897--. 6 vols.

Daily record of cash received by sheriff for costs, sales, or collections under execution, showing date of collection, name of taxpayer, year taxes due, number of school district and amount. Arr. chron. No index. Hdw. on ruled form. 79 to 149 double pp. $14\frac{1}{2}$ x 11 x $\frac{3}{4}$ to 13 x $15\frac{1}{4}$ x $1\frac{1}{4}$.

Criminal Records

199. JAIL BOOK, 1872--. 8 vols. (1-8).

Record of prisoners in jail, showing number and name of prisoner, offense, date of arrest, date of commitment, by whom committed, sentence, when to be released, date when released, how released, remarks. Arr. chron. No index. Hdw. on printed ruled form. 159 to 300 double pp. 16 x $10\frac{1}{2}$ x $1\frac{1}{2}$ to 16 x 12 x $2\frac{1}{2}$. 6 vols., 1872-1927, warehouse; 1 vol., 1933--, co. jailer's office.

200. (FINGERPRINTS OF PRISONERS AND SUSPECTS), 1935--. 1 table drawer.

Record of fingerprints of prisoners who have been in the Aiken County jail, showing name, alias, number, color (race), sex of prisoner; class and reference (fingerprints are of right and left hand, giving thumb, index finger, middle finger, ring finger and little finger, four fingers taken simultaneously by both left and right hand) left thumb and right thumb impression, by whom taken, date impression taken, prisoner's signature, record from, address, date of arrest, charge, disposition of case, prisoner's residence, place of birth, nationality, criminal specialty, age, date of birth, height, complexion, hair, weight, eyes, build, scars and marks, photograph, accomplices and criminal history. No arr. No index. Hdw. on printed form. 2 x 24 x 24. Hall of courthouse.

201. FEDERAL COMMITMENTS AND DISCHARGES, 1932--. 1 f. b.

Original commitments to undergo sentence, bench warrants, and other papers relating to federal prisoners lodged in county jail. No arr. No index. Hdw. on printed form. 4 x 5 x 16.

202. UNITED (States) PRISONERS, 1920--. 1 vol.

Record of federal prisoners, showing name of prisoner, offense, date of commitment, order of court, sentence, release, how released, and remarks. Arr. chron. by date of commitment. No index. Hdw. on printed ruled form. 500 pp. $12\frac{1}{2}$ x $8\frac{1}{2}$ x $1\frac{1}{2}$. Co. jailer's office.

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Correspondence

203. LETTERS, 1929--. 1 letter file.
Business letters of sheriff's office. Arr. alph. by name of correspondent.
Hdw. and typed. 12 x 12 x 3.

XV. RURAL POLICEMEN (defunct)

In South Carolina, deputy sheriffs, constables and rural policemen perform duties which overlap and are constantly shifting from one to the other. The rural police came into existence during the 1890's as a result of the development of mill villages outside the limits of incorporated towns (Acts 1898, p. 793), and later developed into a system of patrolling rural areas. (For variations see Inventories of the County Archives of South Carolina, especially Richland No. 40 and Spartanburg No. 42.)

In Aiken County, a special act of 1909 authorized the governor upon recommendation of the legislative delegation to appoint as rural policemen two men from the registered voters of the county for a term of two years (Stat. XXVI, 131). The number was increased to three in 1910, to serve a term of four years. These policemen were authorized to provide themselves with "billets", fire arms, and with horses for riding over the county, and to "bear all expenses incident to their service." They were under the direction and control of the sheriff, to whom they were to report at least once a week. Before entering upon duty, each policeman had to file an approved surety bond and to take the oath of office. (Ibid., 786.)

The rural policemen were abolished in 1916, and replaced by two deputies appointed and commissioned by the sheriff to serve a term of one year (Stat. XXIX, 890).

This was not a records office.

XVI. CORONER

The office of coroner was transplanted from England to South Carolina, and in 1692 was held in combination with that of clerk of the crown and peace (JGC, p. 11). Formerly the office was of great importance in civil as well as criminal procedure and overlapped with the sheriff's, whose duties he was required to perform in all cases wherein the sheriff was personally interested (Stat. XI, 54). None of the state constitutions has made any basic change in the office, and it is circumstances rather than constitutions or statutes that have reduced the coroner to a part time official.

The present coroner is a constitutional officer, nominated in the primary and elected for a term of four years (Const. 1895, art. V, 30). He is charged

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Auditor

to inquire into the cause of violent or mysterious deaths (1839, Stat. XI, 50; Code 3561). Because historically the office is closely related to that of sheriff, the coroner is not permitted to act under any order or appointment of the sheriff (1839, Stat. XI, 49; Code 3559); he must act as sheriff when that official is interested in a case (1839, Stat. XI, 54; Code 3566) or when there is a vacancy in the office (Code 3567), and he is the only county official who may arrest the sheriff.

The coroner is required to keep a book of inquisitions (1839, Stat. XI, 53; Code 3563), and to file original inquisitions with the clerk of court (1839, Stat. XI, 53; Code 3564).

204. INQUISITIONS, 1901--. 6 vols. Missing: 1873-1900. Title varies: Coroner's Inquisition Record. Record of inquests held by coroner into cases of violent or mysterious death, giving testimony of witnesses, reports of physicians, names of jurors, and verdicts of juries. Arr. chron. Indexed by name of deceased person. Hdw. 500 to 800 pp. 16 x 11 x 2 $\frac{1}{2}$ to 3. 5 vols., 1901-33, sheriff's office; 1 vol., 1933--., coroner's home, Columbia Drive. For original papers, see entry 93.

XVII. AUDITOR

The county auditor is the chief tax assessing official of the county. The office dates from 1868 (Stat. XIV, 28-67; XV, 777-78), when it was created as a part of the state financial system that was instituted in the general reorganization which followed the Civil War. In Aiken the office dates from the organization of the county.

The county auditor is a combination state and county statutory official, two-thirds of his salary being paid by the state and one-third by the county (Code 2700). He is nominated in the primary and appointed by the governor with the consent of the senate for a term of four years (Code 2698). In 1899 he became ex officio a member of the board of jury commissioners (supra, p. 42); and in 1926 of the forfeited land commission (infra, p. 76). He may become a member of the board of honor if there are no living Confederate veterans in the county (infra, p. 87).

When records were standardized in 1874, a register of current conveyances became a requirement (Stat. XV, 761; Code 2727). The auditor receives the returns of taxpayers (1871, Stat. XIV, 623; Code 2703). From these, after careful corrections (by the board of assessors and of equalization, and by the auditor from his Transfer of Real Estate, entry 210), he makes up the new tax schedules in duplicate, for himself and the treasurer (Code 2713). He sends an abstract of taxable property in each district (Code 2712) to the comptroller general, who prescribes the system of bookkeeping (Code 2731), and has the printed forms made up into books for the auditor's and treasurer's

For abbreviations and explanatory notes see pages 16, 17

duplicates. These are forwarded to the county offices and must be examined at least once each year by the comptroller general (Code 2732). Upon the duplicate, the auditor enters each taxpayer's name and schedule of property, assigning every taxpayer a number which appears upon the treasurer's record also, and again upon the tax receipt or the tax execution, as the case may be. In 1898 persons receiving an income of \$2500 or more were required to make returns (entry 232) to the auditor, who was forbidden to disclose the particulars (Acts 1897, p. 529). This was repealed in 1918 (Acts, p. 773). At the time of the annual balancing of accounts, known as the "settlement", the auditor receives from the treasurer all cancelled warrants, coupons, and other vouchers of disbursements, which he files by years as settlement papers. The settlement sheets are signed in duplicate by the county treasurer with each official whose accounts are balanced; one copy goes to the comptroller general and the other is filed by the auditor (1889, Stat. XX, 348; 1893, XXI, 401; Code 2841). The auditor also keeps a permanent record of all abatements of taxes (1900, Stat. XXIII, 307; Code 2734). In 1903, the auditor was required to file in his office quarterly reports of sales by dealers in explosives (Stat. XXIV, 125; Code 1304). He was formerly required to keep records of land sold for taxes and forfeited lands (1868, Stat. XIV, 63-64). He was required to record and file all affidavits made before him of inability on part of parent, guardian or trustee, to pay tuition to state colleges (1906, Stat. XXV, 110; Code 5702), until 1933, when free tuition was no longer granted (Acts, p. 650). Since 1923 he has received reports from the judge of probate of descriptions of real estate changing hands by inheritance (Stat. XXXIII, 117, Code 227). He receives tax returns for corporations from the South Carolina Tax Commission (1915, Stat. XXIX, 131; Code 2426).

Tax Records

205. (RETURNS FOR TAXATION), 1933--. 149 vols. 1872-81 in Files, entry 209.

Original sworn statements of taxable property, filed with the auditor by the taxpayers, showing date, location and items of property, oath and signature or mark of taxpayer. Arr. alph. by name of taxpayer under twps. subdivided into school districts. No index. Hdw. on printed form. Loose leaf 14 $\frac{1}{2}$ x 10 x 2 to 4 $\frac{1}{2}$.

206. (ADDITIONAL ASSESSMENTS OF RETURNS NOT MADE), 1887--. 5 vols. Last entry 1908. Missing: 1890-94, 1897-1905.

Record of additional assessments, with 50 percent penalty, on persons who have not made a return. Arr. chron. No index. Hdw. on printed form. 200 to 400 pp. 8 x 11 x 2 to 13 x 8 x 2. Warehouse.

207. AUDITOR'S DUPLICATE, 1873--. 85 vols.

Schedule of all taxable real and personal property, made up from tax returns and itemized in detail, showing name and address of taxpayer, number of acres and value of buildings in rural area; number and value of lots and buildings in cities, towns, and villages; amount and value of real and personal property, total tax and levy. Arr. alph. by name of taxpayer under twps., 1873-1916; under school districts grouped by twps., 1917--. Hdw. on printed ruled form.

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200 to 450 double pp. 18 x 16 x 2 to 19 x 29 x 4. 40 vols., 1873-97, 1899-1901, 1904-5, 1923-27, 1931, 1933, warehouse.

For treasurer's parallel record, see entry 225.

208. ABATEMENT BOOK, 1899--. 1 vol. Last entry 1920.

Record of reductions and allowances on erroneously assessed property, showing name of taxpayer, fiscal year, number of acres and value of rural lands; number and value of lots and buildings of urban property, value of personal property, total taxable property, state taxes, county taxes, school special taxes, total taxes charged; and similar items of information for the abatements, with remarks and reasons for asking and granting. Arr. chron. by fiscal year. Hdw. on printed ruled form. 99 double pp. 20 x 15 x 1. Warehouse.

209. (FILES), 1872-1924. 5 bundles.

Miscellaneous original papers, including Returns for Taxation, 1872-81, entry 205; approvals and disapprovals of petitions, 1872-90; letters and applications to redeem land forfeited to state for taxes, 1873-75; tax executions, 1873; petition for abatements, and delinquent tax sales, 1874; sheriff's report of sale, 1885; delinquent land certificate, 1889; valuation petition for land, tax returns, letters, report of county commission on settlement of bond cases, 1891; state treasurer's receipts and abatements, 1919; state tax commission's assessments of merchants, telephone and telegraph companies, cotton mills, banks and railroads, 1924. No arr. No index. Hdw. on printed form. and hdw. 9 x 4 x 4. Warehouse.

210. TRANSFER OF REAL ESTATE, 1873--. 18 vols. (two unlabeled, B-Q).

Title varies; Record of Conveyance of Real Property.

Record of current changes of ownership of real property, showing names of former owner and of purchaser; dates of sale and of transfer; location, measurements and boundaries; amount paid. Also contains monthly reports of collections from licenses, fines and penalties, from clerk of court and trial justice, 1879. Arr. chron. No index, 1873-87; arr. alph., first half by name of former owner, last half by purchaser, 1888--. Hdw. on printed ruled form. 500 pp. 16 x 11 x 2 to 17 x 11 x 4. 14 vols., 1873-1920, warehouse; 1 vol., 1921-26, clerk of court's record room.

For clerk of court's collections, see entry 99; for official record, see entry 213.

Miscellaneous Financial Records

211. AUDITOR'S ACCOUNT OF BACK TAXES, 1872-95. 2 vols.

Auditor's account with county treasurer of back taxes, showing name of taxpayer, number of acres, number of lots, number of buildings, value of real estate, state tax, state penalty, county tax, poll tax, school tax, 20 percent penalty on all taxes, total, remarks. Arr. chron. No index. Hdw. on printed ruled form. 40 to 209 pp. 16 x 11 x $1\frac{1}{2}$ to 18 x 12 x 4. Warehouse.

212. (RECORD OF CASH), 1874-1920. 1 vol.

Record of cash received from delinquent land sales, 1874, showing number of acres, to whom assessed, township, acres sold, name of purchaser, amount of

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taxes, costs, and amount. Also contains record of the expenses of the board of equalization, 1875-1920, showing date, name of member, number of days served, number of miles traveled, amount. Arr. chron. No index. Hdw. on ruled form. 566 pp. 14 x 8 x $1\frac{1}{2}$. Warehouse.

For other delinquent sales, see entry 215; for other records of the board of equalization, see entries 222, 223.

213. RECORD OF FINES AND LICENSES, 1879-1911. 2 vols.

Record of fines and licenses paid to county treasurer, showing date of return, name of officer, office, name of payer, date of payment, licenses, fines, penalties, forfeitures, total, remarks. Arr. chron. No index. Hdw. on printed ruled form. 23 to 96 double pp. 16 x 10 x $\frac{3}{4}$ to 14 x 9 x $\frac{1}{2}$. Warehouse.

For magistrate's collections, see entry 4; for clerk of court's record, see entry 99; for memorandum record, see entry 210.

214. AUDITOR'S BOOK OF CHARGES, 1882-1925. 5 vols. Title varies:
Settlement Book.

Record of auditor's balancing of accounts of state, county, school and poll taxes with the county treasurer. Arr. chron. No index. Hdw. on printed ruled form, 1872-1921; typed on printed ruled form, 1922-25. 75 to 400 pp. 20 x 12 x $\frac{1}{2}$ to 18 x 11 x $2\frac{1}{2}$. Warehouse.

Discontinued Records

215. DELINQUENT LAND SALE, 1873-1903. 2 vols. Title varies:

Auditor's Record of Delinquent Land.

Record of land sold for delinquent taxes, showing (with slight variations) to whom assessed, number of acres, number of buildings, number of lots, valuation, state tax, state penalty, county tax, poll tax, school tax, penalty on all county tax, treasurer's costs and executions, deputies' fees and advertising, interest, total tax and cost, to whom sold, amount of sale, remarks. Volume 1873-1903, also contains 1876 forfeited land sales, showing name assessed in, township, tax due for (year), number of acres, name of purchaser, amount of tax, amount paid. Arr. chron. No index. Hdw. on ruled form, 1873-1903; hdw. on printed ruled form, 1883-94. 100 to 189 pp. 12 x 7 x $\frac{1}{2}$ to 17 x 14 x 1. Warehouse.

For sheriff's record, see entry 197; for other sales, see entry 212.

216. (LANDS FORFEITED TO THE STATE), 1872-90. 1 vol.

Record of lands forfeited to the state, showing to whom assessed, number of lots, number of acres, number of buildings, location, state tax, 20 percent penalty, 5 percent treasurer's costs, deputies' fees and advertising, total for state, county tax, 20 percent penalty, 5 percent treasurer's costs, total for county, total school tax, 20 percent penalty, 5 percent treasurer's costs, tax for district school, total taxes and penalties for all purposes, how disposed of, remarks. Arr. chron. No index. Hdw. on printed ruled form. 250 pp. 16 x 14 x $1\frac{1}{2}$. Warehouse.

217. ASSESSOR'S RETURN OF REAL PROPERTY (Barnwell County), 1870.
2 vols.

Original assessor's return of taxable property when Aiken was a part of Barnwell County, showing name of property holder, number of acres, number of lots, number of buildings, total value of real property, value of personal property, value of property exempt from taxation, total tax. Arr. alph. by name of property holder under twp. No index. Hdw. on printed ruled form. 25 pp. 16 x 10 x $\frac{1}{4}$. Warehouse.

218. RECORD OF APPLICATIONS FOR FREE TUITION, 1909-33. 1 vol.
Last entry 1917.

Record of applications for scholarships at state supported colleges, under Act of 1906, showing date, name of student, name of person applying, and name of college. Arr. chron. by date of application. No index. Hdw. on ruled form. 99 pp. 9 $\frac{1}{2}$ x 8 x $\frac{1}{4}$. Warehouse.

Administrative Records

219. (AUDITOR'S EXPENSE BOOK), 1883-1920. 1 vols.

Record of current expenses in auditor's office, such as postage, transfer and express on record books and office supplies, office assistants, contingent appropriations, drawing jury, and other expenses. Arr. chron. No index. Hdw. on ruled form. 432 pp. 14 x 8 x 1. Warehouse.

220. COPYING BOOK - LETTERS, 1875-96. 4 vols.

Copies of official letters written by auditor. Arr. chron. Indexed by name of correspondent. Hdw., water press. 469 to 684 pp. 11 x 9 x 1 to 14 x 10 $\frac{1}{2}$ x 1. Warehouse.

221. INSTRUCTIONS FROM THE EXECUTIVE DEPARTMENT, 1883-95. 1 vol.

Circulars and instructions from office of state comptroller general to county auditor. Arr. chron. No index. Hdw. and printed. 199 pp. 16 x 10 x 2. Warehouse.

XVIII. BOARD OF EQUALIZATION

The county board of equalization dates from 1868, when it was composed of the county commissioners, the auditor, and the treasurer (Stat. XIV, 48). With this personnel it began in Aiken with the organization of the county. In its present form, it was instituted in 1899, and is composed of chairmen of town and township boards of assessors (Stat. XXIII, 3, 116, 284; Code 2737). After tax returns are in, the board holds an annual meeting in the office of the auditor, who is required to keep an accurate journal of all orders and proceedings (1868, Stat. XIV, 49; Code 2747). The members, having taken an oath to perform their duties impartially, proceed to review and equalize the property valuations fixed by the boards of assessors, so that taxation in the county as a whole may be on an equitable basis. Upon direc-

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Treasurer

tion of the chairman or of a majority of the members, the board may meet whenever necessary and may hear the appeals and grievances of taxpayers (Code 2747).

For expense record of the board, see entry 212.

222. BOARD OF EQUALIZATION RECORD, 1873--. 9 vols. Last entry 1926. Missing dates impossible to determine as some vols. have no clue to dates. Title varies: Field Book of Real Estate.

Minutes of meetings and record of changes made by board of equalization in taxes on property, showing (with slight variations) name of township, name of taxpayer, real estate and personal property in cities and towns lowered and raised; real estate and personal property not in cities and towns lowered and raised. Arr. not consistent, some chron., some alph. No index. Hdw. on ruled form, and hdw. on printed ruled form. 100 to 300 pp. 14 x 8 x 1 to 11½ x 14 x 2. Warehouse.

223. (MINUTES OF BOARD OF ASSESSORS), 1879-1911, 3 vols.

Record of proceedings at meetings of townships board of assessors, brought for reference by the chairmen to their board of equalization meetings. Arr. chron. No index. Hdw. 25 pp. 14 x 8 x ¼. Warehouse.

XIX. TREASURER

Although various county court minutes show that the justices appointed county treasurers in 1788, the forerunner of the county treasurer was the tax collector, who was named for each parish or vaguely defined tax district by the general assembly in the annual appropriation act. He inquired into the taxable possessions of his neighbors, and assessed and collected the taxes, which he remitted to the state treasury. He levied upon defaulting taxpayers by warrant upon the sheriff (or the coroner) and held distress sales at the district or the county courthouse (Stat. VII, 276-77). His tenure was renewable during good behaviour, until 1791, when it was limited to the pleasure of the legislature (Stat. V, 192); and in 1812 it was fixed at four years (ibid., p. 674). In 1836 the office became elective by the voters (Stat. VI, 558); and it passed out under the financial system set up after the Civil War, when the office of county treasurer was created (Stat. XIV, p. 67).

The county treasurer is both a state and a county officer, two-thirds of his salary being paid by the state and one-third by the county (Code 2700). He is nominated in the primary, and is appointed by the governor with the consent of the senate for a term of four years (Code 2789). His office is open from September 15 to December 31 for the receipt of taxes without penalty (Code.2795). He disburses upon warrants from the authorized officials all money of the county from whatever source derived. In 1899 he became ex officio a member of the board of jury commissioners (supra, p. 42); and in 1926 of the forfeited land commission (infra, p. 76).

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Since the treasurer has the responsibility for the safety of the county's money, he is under the most rigid regulations of all the county officers, and the governor may require from him such surety bond as may be deemed advisable (Code 2789). The comptroller general prescribes the system of bookkeeping to be used in the office (Code 2844), makes up the printed form of the books, and examines them at least once a year (Code 2732). On the first of each month the county treasurer sends the state comptroller general a complete statement of the total collections to date (Code 2802); he reports to the county commissioners the amount and character of funds collected for the county; and he reports to the county superintendent of education his collections and disbursements of poll tax and other school funds (Code 2801).

The Treasurer's Duplicate has been required since 1872 (Stat. XV, 201; Code 2717). The Tax Execution Book, which dates from 1882 (Stat. XVII, 1027) was discontinued in 1933 because extra columns were added to the Duplicate. Since tax liens expire in ten years (Code 2863), the treasurer's carbon copies of tax receipts (Code 2795) need not be preserved for a longer period. On these receipts appear the numbers given to the taxpayers on the county auditor's Duplicate. Upon the reverse of these receipts the same numbers appear again on the tax execution form, which is printed there for use in case the taxes are not paid. Unpaid tax executions were made permanent records in 1896 (Stat. XXII, 255). Until 1921 receipts for commutation road tax were given to able bodied men, who had the choice of performing labor on the roads in lieu of the tax, see entry 233. Now the tax is mandatory without option (Stat. XXXII, 192; Code 3925).

In 1892 the treasurer was required to keep a general account of Cash School Funds, entry 237 (Stat. XXI, 80; Code 2799). He now keeps a school Settlement Book, entry 236; a county settlement book, entry 238, and a cash book, entry 242. He collects state taxes, entry 239, which he remits to the state treasurer, and he preserves the state treasurer's receipts (Code 2800).

Each year the county treasurer safeguards as his vouchers of disbursements, the current paid coupons, warrants, and school claims, until he can deliver them to the county auditor at the annual settlement in May (Code 2840).

By amendment in 1933 (Acts, pp. 218, 591) the fiscal year (Const. 1895, art. X, 10) may be changed from January 1 to July 1. Aiken County did not do this until 1938 (Stat. XL, 1602), although school accounts were closed each school year (Acts 1913, p. 191; Code 5378), ending in June (infra, p. 78).

Taxation

224. (TAX RECEIPTS), 1908--. 223 vols. Missing: 1917-19, 1922-23, 1926-27.

Duplicate tax receipts, showing number, name, and school district of taxpayer, and amount paid. Arr. alph. by name of taxpayer under twps., 1908-16; under school districts, 1920--. No index. Hdw. on printed form. 1000 receipts. 16 $\frac{1}{2}$ x 11 x 2. 119 vols., 1908-33, warehouse, 104 vols., 1931--, sheriff's office.

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Treasurer

225. TREASURER'S TAX DUPLICATE, 1872--. 59 vols. Missing: 1901-3, 1906-8, 1910-12, 1927.

Schedule of taxable property in the county, showing number, name, and residence or post office address of taxpayer; date of tax payment; number of acres, lots, buildings, and value of all taxable real estate; value of all taxable personal property; total value of all taxable property; total tax; poll tax; capitation road tax; dog tax, showing number of dogs; total for collection; total tax and penalty, executions turned over to sheriff, date paid, nulla bona, remarks - the last four being columns for Treasurer's Tax Execution Book, 1934--, entry 226. Arr. alph. by name of taxpayer under twps., 1872-1916; under school districts, 1916--. No index. Hdw. on printed ruled form. 300 to 600 double pp. 18 x 12 x 2 to 18 $\frac{1}{2}$ x 15 x 4 $\frac{1}{2}$. 49 vols., 1872-1926, warehouse; 10 vols., 1928--, sheriff's office.

For auditor's parallel record, see entry 207.

226. TREASURER'S TAX EXECUTION BOOK, 1913-33. 23 vols. Missing: 1882-1912, 1917, 1920. 1934-- in Treasurer's Tax Duplicate, entry 225.

Record of delinquent taxes turned over to sheriff for collection, showing (with slight variations) number and name of taxpayer; date of payment; number of acres, lots, buildings, and value of realty; value of personalty; total value; total taxes, penalties; polls, penalty on polls, capitation road tax, total taxes and penalties; executions collected and paid to county treasurer; executions nulla bona; treasurer's costs, sheriff's costs, and remarks. Arr. alph. by name of taxpayer under twps., 1878-1916; under school districts, 1917-33. No index. Hdw. on printed ruled form. 200 pp. 18 x 12 x 2. 8 vols., 1921-27, warehouse.

227. COUNTY TREASURER'S 15 PER CENT PENALTY AND EXECUTION BOOK, 1878-1902. 6 vols. Missing: 1879-82. Title varies: Treasurer's 15 Per Cent Delinquent List.

Delinquent tax lists, showing number, name, date of payment, number of acres, lots, buildings, value of realty, value personalty, total value, total taxes, taxes and penalties, polls, penalty on polls, total taxes and penalties, amount collected by county treasurer, amount executions issued, executions collected by sheriff, executions nulla bona, remarks. Arr. alph. by name of taxpayer under twps. No index. Hdw. on printed ruled form. 199 double pp. 18 x 12 x 1 $\frac{1}{2}$. Warehouse.

228. (TREASURER'S 20 PER CENT DELINQUENT LIST), 1872-78. 3 vols.

Delinquent list with 20 percent penalty, showing name of taxpayer, date of payment, poll tax, number of acres, buildings, lots, value of all real estate, value of all personal property, total value of all taxable property, state tax, 20 percent penalty on state tax, on county tax, tax, district school tax, 20 percent penalty on all county tax, total tax with 20 percent penalty. Arr. alph. by name of taxpayer under twps. No index. Hdw. on printed ruled form. 70 pp. 18 x 23 x 1 $\frac{1}{2}$. Warehouse.

229. STATEMENT OF TAX EXECUTIONS, 1892-96. 1 vol. Not found on recheck.

Sheriff's statement to treasurer of tax executions, showing number, name, date received from county treasurer, township or district, amount of taxes, penalty,

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and treasurer's costs, deputy, return. Arr. numer. by receipt no. No index. Hdw. on printed ruled form. 97 pp. 18 x 11 x $\frac{1}{2}$. Warehouse.

230. (WARRANT BOOK), 1896--. 7 vols. Last entry 1934. Missing: 1886-95, 1898-99, 1908.

Stubs of magistrate's warrants to constable for the arrest of persons who have not paid poll tax, showing the treasurer's affidavits that tax is unpaid by person named. Arr. numer. by warrant no. No index. Hdw. on printed form. 100 to 250 pp. 12 $\frac{1}{2}$ x 6 x 1 to 13 $\frac{3}{4}$ x 12 $\frac{3}{4}$ x 1 $\frac{1}{4}$. 5 vols., 1896-97, 1900-1907, warehouse.

231. POLL TAX RECORD, 1886--. 2 vols. Missing: 1893-1916. Title varies: Poll Book A.

Record of persons exempted from paying poll tax, showing date, name, school district, reason for exemption (over age, under age, disabled), remarks. Arr. chron. No index. Hdw. on printed ruled form. 100 to 480 pp. 13 x 8 x $\frac{1}{2}$ to 16 x 11 $\frac{1}{2}$ x 2. 1 vol., 1886-92, warehouse.

Discontinued Records

232. PRIVATE INCOME TAX RETURNS, 1898-1916. 2 vols.

Record of incomes returned for state taxation (income \$2500 to \$5000 in one volume, and \$15,000 and over in other volume), showing name and residence or post office of taxpayer, income tax, rate of tax, total income, total tax. Arr. chron. No index. Hdw. on printed ruled form. 90 double pp. 14 x 8 $\frac{1}{2}$ x $\frac{3}{4}$. 1 vol., 1898-1917, warehouse.

233. (RECEIPTS FOR COMMUTATION ROAD TAX), 1906-15. 8 vols. Missing: 1909-13, 1916-20.

Duplicates of receipts for money paid in lieu of road duty until 1921, showing number of receipt; date, name of payee and amount of tax. Arr. numer. by receipt no., each year grouped by twps. No index. Hdw. on printed form. 1500 receipts. 13 x 8 x 2. Warehouse.

234. RECEIPTS (From County Treasurer to Probate Judge), 1911-13. 3 vols.

Duplicates and triplicates of receipts from the treasurer to the probate judge for marriage license fees, showing date, number of licenses, names of parties and amount, treasurer's signature. Arr. numer. by receipt no. No index. Hdw. on printed form. 225 receipts. 11 x 7 x $\frac{3}{4}$. Warehouse.

Bonds

235. BONDS, 1910--. 2 vols.

Record of bond issues, showing date, district, number of bonds, amount, rate, maturity, interest per year, premium, accrued interest, sinking funds, registered, authorized and remarks. Arr. chron. by date of bond issue. No index. Hdw. on printed ruled form. 144 to 201 pp. 10 x 7 $\frac{1}{2}$ x $\frac{1}{2}$ to 9 x 14 x 1.

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Bookkeeping Records

236. SETTLEMENT BOOK (School), 1894--. 7 vols. Title varies:
Record School Taxes.

Record of receipts and disbursements of school funds, showing date and source of collections, cash items and total; and for disbursements, date and voucher number, district number, fund to which charged, (general school, county board) and total. Arr. numer. by voucher no. No index. Hdw. on printed ruled form. 252 double pp. 16 x 11 x 2 to 19 x 15 x 2. 5 vols., 1894-1928, warehouse.

For claims, see entry 250; for superintendent's parallel record, see entry 251.

237. CASH SCHOOL FUNDS, 1912--. 24 vols. Missing: 1892-1911, 1913-14, 1915-17. Title varies: Cash Special Fund.

Record of school funds showing date, special school tax, amount balance brought forward, state aid, amount poll tax, amount 3 mill tax, amount dog tax, amount special tax, amount other funds, date of payment, date of approval by school commissioner, school district number, treasurer's number, name of payee, name of person presenting, amount of warrant. Arr. chron. under each school district name and no. No index. Hdw. on printed ruled form. 150 double pp. 18 x 12 $\frac{1}{4}$ x 1 $\frac{1}{2}$ to 16 x 10 x 1 $\frac{3}{4}$. 11 vols., 1912-15, 1918-28, warehouse.

238. RECORD OF COUNTY TAXES, 1890--. 6 vols. Title varies: Co. Commissioners; Record of County Tax Settlement Book,

Record of county funds from all sources, available for ordinary county expenditures, and the settlement with comptroller general for same, showing date, amount brought forward, ordinary county funds, roads, dispensary, fines, licenses, miscellaneous; date of warrant, name of payee, check number, amount. Also contains, 1926-28, highway bond accounts, showing date, name, number and amount of bonds. Arr. numer. by warrant no. No index. Hdw. on printed ruled form. 50 to 500 double pp. 19 x 12 x $\frac{1}{2}$ to 18 $\frac{1}{2}$ x 15 x 4. 2 vols., 1894-1911, 1918-28, warehouse.

For county commissioners' parallel record, see entry 7; for stubs of highway bond account, see entry 9.

239. (STATE SETTLEMENT BOOK), 1894--. 1 vol.

Record of state taxes collected by Aiken County treasurer and his settlement with comptroller general for same. Arr. chron. No index. Hdw. on printed ruled form. 146 pp. 16 x 11 x 1 $\frac{1}{2}$.

240. RECEIPT BOOK, 1930--. 5 vols.

Shows duplicate receipt for auditor and third copy receipt for treasurer, of money received from magistrates and other persons for fines and other purposes. Arr. numer. by receipt no. No index. Hdw. on printed form. 150 pp. 15 x 7 x 1 to 16 x 9 x 1.

For county commissioners' record, see entry 4; for clerk of court's record, see entry 77,

241. CASH MEMORANDUM, 1893--. 22 vols. Missing: 1896-1905, 1908, 1913-19. Title varies: Cash Memo. Book.

Memorandum of all taxes paid in the treasurer's office, showing number of school district and number of mills levied under each, number of receipt, number of school district, value of property, tax levy, poll tax, road tax, dog tax, penalty, total tax, Arr. numer. by receipt no. under each district. No index. Hdw. on printed ruled form. 159 to 506 pp. 18 x 13 x 1 to 16 x 11 x 3. 11 vols., 1893-1912, 1921-25, 1926-29, warehouse.

242. CASH, 1893--. 7 vols. Missing: 1872-92.

Record of cash collections for state, county, school, poll and dog taxes, penalties, fines and total amounts. Arr. chron. No index. Hdw. on ruled form. 100 to 249 double pp. 14 x 9 x 1 to 16 x 11 x 2. 3 vols., 1893-1915, warehouse.

For commissioners' record of fines, see entry 4; for clerk of court's record, see entry 99.

243. DAY BOOK (Miscellaneous Memoranda), 1926-34. 1 vol.

List of automobile license refunds, showing name, address, amount refunded, 1926-27; list of persons to whom tax notices have been sent and address, 1929; record of securities from the closed bank of Western Carolina delivered, 1931; record of notes given teachers as salaries, showing name, date, amount, 1932-33; list of all outstanding claims, showing name, date, number, amount, 1933; and list of claims at commissioners' office, 1934. No arr. No index. Hdw. on ruled form. 152 pp. 12 x $7\frac{1}{2}$ x $\frac{1}{2}$.

244. DAY BOOK (Dog Tax Abatements), 1918-20. 1 vol.

Memorandum of dog taxes, showing name of owner, number of school district, amount. Arr. chron. No index. Hdw. on ruled form. 200 pp. (7 used) 15 x 6 x $\frac{1}{2}$.

245. JOURNAL, 1890-1916. 2 vols.

Record of sundries credited or charged off to school tax, showing date, number and name of school district, amount poll tax, dispensary fund, general district school fund. Arr. numer. by school district no. Hdw. on ruled form. 200 pp. $13\frac{1}{2}$ x 8 x $\frac{3}{4}$. 1 vol., 1892-1902, warehouse.

246. LEDGER, 1877--. 7 vols. Missing: 1923-29. Title varies: Journal; Treasurer's Record.

Double entry ledger of receipts from all sources, and disbursements for all purposes, showing for each account, state tax, county tax, school tax, general district school fund, dispensary, fines, licenses, road tax, commutation road tax, poll tax, support of railroad commission, county bonds, bridge bonds, school building fund taken in by the treasurer. Arr. chron. under account. No index. Hdw. on ruled form. 200 to 1000 pp. 14 x 9 x 1 to $18\frac{1}{2}$ x 15 x 4. 4 vols., 1877-1922, warehouse

Correspondence

247. COPYING BOOK - LETTERS, 1891-97. 1 vol.
Duplicates of letters pertaining to official business. Arr. chron. No index.
Hdw., water press. 986 pp. 12 $\frac{1}{2}$ x 10 x 1 $\frac{1}{2}$.

XX. FORFEITED LAND COMMISSION

In 1926 a forfeited land commission was provided for each county in the state, to take over duties previously performed by the state sinking fund commission in regard to lands sold for delinquent taxes. The composition of the commission varies in some counties, but in Aiken County it follows the general law and is composed of the auditor, the treasurer, and the clerk of court as register of mesne conveyance, all three acting ex officio. The auditor buys in at tax sales all lands for which no bid is offered sufficient to pay the amount of taxes due. These lands are sold again as soon as it can be done advantageously, in order that they may be returned to the tax books and again yield revenue to the state and the county. (Stat. XXXIV, 920-22; XXXVI, 125; Code 2167; Stat. XXXVIII, 213.) The forfeited land commission leases forfeited lands to the county forest protective association, after they have been conveyed to the commission by the sheriff (*infra*, p. 92).

As in most counties, no separate records are kept by this commission. Sales are in Delinquent Tax Sales, entry 197. Land titles are recorded with other deeds in Titles Real Estate, entry 39. For prior records kept by auditor, see entries 215, and 216.

XXI. BOARD OF EDUCATION

The free schools of colonial times did not extend into the area now called Aiken County; private schools and academies afforded the only educational opportunities. One of the early endowed schools for orphans was opened at Beech Island under the terms of the will of Alexander Downer, in 1846, and maintained its existence throughout the Civil War. After the school's suspension, the Downer Fund escheated to the state, which returned it to Aiken County in 1898 as a nucleus for the public school at Beech Island. (Minutes of the Board of Commissioners of the Downer Fund, in Arabella Sumter Dunbar, The History of the Development of Education in Beech Island, South Carolina, ms., M. A. Thesis, University of South Carolina, p. 23; 1838, Stat. VI, 595; 1843, XI, 278; 1878, XVI, 754; 1887, XIX, 885; 1891, XX, 1047, 1898, XXII, 786.) For records of the Downer School fund, see entry 127.

When the state free school system was instituted in 1811, from three to thirteen school commissioners were named for each election district for a term of three years (Stat. V, 639-41). The constitution of 1868 provided for a state

For abbreviations and explanatory notes see pages 16, 17

superintendent of education, a county school commissioner elected by the people, and a system of special taxation for the support of schools (art. X, 1, 2, 5), the details of which were prescribed in a comprehensive act in 1870 (Stat. XIV, 343-46). Under the terms of this act, the county school commissioner selected two suitable persons to act with himself as the county board of examiners to examine and certify teachers. Certificates issued by this board were valid only in the county where issued. Regulations were slightly amended in 1887 (Stat. XIX, 868-69), and since 1896 the county board of examiners has been replaced by the county board of education (Stat. XXII, 159).

Under the general law of 1896 (Stat. XXII, 150-73) the county board of education consisted of the county superintendent of education as ex officio chairman and clerk, and of two other members appointed by the state board of education for a term of two years. The board was an advisory body for the county superintendent, and a tribunal for the settlement of school controversies. It divided the county into school districts and appointed the district boards of school trustees. Aiken County schools operated under this system until 1936, when a local law instituted the present board (Stat. XXXIX, 1654).

The Aiken County board of education is composed of three members, one from each of three county road districts, appointed by the governor upon recommendation of the legislative delegation. The original members' terms were for one, two, and three years respectively, their successors to serve for three years. The board elects one member as chairman. It has executive, financial and administrative control of all schools, and is required to examine contracts for the employment of teachers, bus drivers and other employees. All claims must be approved by the county superintendent and the chairman of the board, before they are paid by the treasurer. (Stat. XXXIX, 1654-57.) In 1937 (Stat. XL, 737) the chairman of the board became also superintendent of adult school work, see entries 266, 267.

In 1934 the board of education employed a dentist to work under its supervision and direction. Each month he filed with the board a complete report of all cases handled by him (Stat. XXXVIII, 1710). He continued to act under the board until 1937, when he was employed by the superintendent of education to treat public school children, inmates of the county home and prisoners confined to jail and county chain gangs (Stat. XL, 736). Apparently he has been dispensed with, as he is not carried in the 1938 supply act.

The county board and the county superintendent use the same office, and their records are almost indistinguishable because of shifting duties under indefinitely worded general and local laws. The minute book required in 1896 (Stat. XXII, 161) is merely a continuation of the minutes of the board of examiners (1870, Stat. XIV, 345).

248. JOURNAL, 1875---. 2 vols. Missing: 1926-32. Title varies:

Minute Book of Board of Education.

Record of transactions of the county board of examiners, later of the county board of education, showing records of examination and certification of teachers, proceedings in regard to creation of school districts, organization of study

For abbreviations and explanatory notes see pages 16, 17

courses, adoption of textbooks and other matters pertaining to schools of Aiken County. Arr. chron. No index, 1875-1925; indexed by name and no. of school district, 1933---. Hdw., 1875-1925; hdw. and typed sheets pasted in, 1933---. 250 to 400 pp. 14 x 9 x 1 to 11 $\frac{1}{2}$ x 13 x 2 $\frac{1}{2}$. 1 vol., 1875-1925, warehouse.

XXII. SUPERINTENDENT OF EDUCATION

The constitution of 1868 (art. X, 2) provided an elected school commissioner for each county. Under the temporary school law of 1868, he was directed to make a census of the unmarried youth of his county "between the ages of five and eighteen years, classifying them as colored and white, male and female" (Stat. XIV, 24). The comprehensive school law of 1870 (*ibid.*, pp. 339-48) set his term of office at two years and gave him "general supervision of all common and public schools in his County." It was his duty to visit each school at least once a year, to see that the school law was enforced, to promote the cause of education, to see that every school taught "orthography, reading, writing, arithmetic, geography, English grammar, history of the United States, the principles of the Constitution and Laws of the United States and of the State, and good behavior." On or before the first of October he sent an annual report to the state superintendent, showing school conditions in detail, with suggestions for improvements. He was further required to divide the county into districts, to select two persons to constitute with himself the county board of examiners, and to keep the minutes of the board as ex officio clerk and chairman. He set the session for each school, according to its funds, between the first Monday in October and the last Friday in June, the legal limits of the school year.

The constitution of 1895 (art. XI) made liberal provision for education but directed the general assembly to provide for the necessary school officers. The resulting school law of 1896 (Stat. XXII, 156-73) reenacted most of the provisions of the law of 1870, but replaced the constitutional county school commissioner with a statutory county superintendent of education elected for a four year term. As ex officio chairman and clerk of the county board of education he carried on the duties of his predecessor, the county school commissioner. The scholastic year was set to begin on July 1 and end on June 30.

In 1936 Aiken County reorganized its school system under a local law (Stat. XXXIX, 1654-58), which separated the superintendent from the board of education. He now has full charge of the county school system, provided "no decision of his shall be in conflict with the rules and regulations of the board", and any one may appeal from his decision to the board, whose decision is final. He is authorized to employ a clerk, who acts for the board, subject to dismissal at its pleasure. In 1936 the superintendent became ex officio a member of the library commission (*infra*, p. 82); and under certain conditions he may be a member of the board of jury commissioners (*supra*, p. 42).

In 1872 provision was made for a uniform system of school records (Stat. XV, 186; Code 5276). In 1892 the commissioner was required to keep a general cash account of school funds (Stat. XXI, 79), which appears to have been superseded by the superintendent's ledger, a uniform series for the state, showing

receipts and disbursements of school funds (1919, Stat. XXXI, 65; Code 5276). Other standard requirements are duplicate school claims (1896, Stat. XXII, 167), a record of school district bonds (1924, Stat. XXXIII, 998; Code 5311); a record of the names, addresses, age, sex, color and date of certificates of all teachers and applicants for teachers' certificates (1896, Stat. XXII, 161; Code 5349); and a record of pupils enrolled in district schools, and all transfers (1896, Stat. XXII, 166; 1929, XXXVI, 69; Code 5372-73). The superintendent of education submits an annual report to the grand jury of all claims filed, audited and paid, and he keeps a register of these (1896, Stat. XXII, 158; Code 5321). At the end of each school year he files a standardized annual report with the state superintendent of education, giving a complete statistical record of all schools in the county (1896, Stat. XXII, 158; 1913, XXVIII, 191; Code 5313, 5378). At least once every three years a school census is taken (Acts 1934, pp. 1236-37). The superintendent is the custodian of the records.

Reports

249. ANNUAL REPORTS, 1932--. 7 vols.

Copies of annual reports of county superintendent to state superintendent of education, showing enrollment, attendance, property, and finances of all county schools. Arr. chron. by topics under years. No index. Hdw. on printed ruled form. 50 pp. 10 x 7 x 3/8.

Financial Records

250. PAY ROLLS (Warrants), 1933--. 6 f. d.

Duplicate school claims approved by trustees, superintendent of education, and chairman of county board, showing payee, itemized statement, amount, number of claim, and amount filled in by the superintendent of education; also all bills attached. Arr. chron. under no. of school district. Hdw. on printed form. 11 x 12 $\frac{1}{2}$ x 28.

For treasurer's record, see entry 236.

251. SETTLEMENT BOOK, 1929--. 2 vols. Missing: 1896-1928.

File book of school claims approved for payment, showing date of approval, district number, superintendent's number, name of payee, amount. Arr. chron. by date of approval. No index. Hdw. on printed ruled form. 600 pp. 18 x 12 x 2.

For treasurer's parallel record, see entry 236.

252. (COUNTY SUPERINTENDENT'S LEDGER), 1931--. 7 vols. Missing: 1896-1930.

Itemized record of receipts and expenditures of school funds, showing also annual information returned to South Carolina tax commission of payment of income tax, etc., and expenditures for construction accounts. Arr. numer. by no. of school district. No index. Hdw. on printed ruled form. 300 pp. 19 x 20 x 2.

253. LEDGER - COURT ORDER CLAIMS, 1929-35. 1 vol.

Record of teachers' claims (pay warrants) cashed by different firms and held

For abbreviations and explanatory notes see pages 16, 17

for payment, showing name of teacher, date, amount, name of firm and date paid, 1931-33; list of claims approved, 1929-32; list of outstanding claims, showing date, number of claim, name of teacher, amount, 1930-35; record for each school district of school supplies, showing date, kind of supplies, and to whom delivered, 1932-35. No arr. No index. Hdw. on ruled form. 190 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

For other records of school supplies, see entry 255; for original teachers' pay warrants, see entry 259.

254. CASH SCHOOL FUND, 1896-1905. 4 vols.

Record of school commissioner's and of county superintendent's apportionment of school funds among school districts, showing amount unexpended each year, names of district trustees (in beginning of volume), also amount of each warrant, date of approval, school district number, school trustees' number, school commissioner's number, name of payee, name of person presenting, purpose for which drawn and amounts thereof, salary, number of pupils enrolled, average attendance, branches of study pursued. Arr. chron. under school districts. No index. Hdw. on printed ruled form. 300 pp. 17 x 14 x 1. Warehouse.

255. LEDGER (School Supplies), 1926-31. 1 vol.

Record of purchases of school supplies, showing date, name of article, amount, date paid. Arr. chron. under account. Indexed by name of person or firm from whom purchased. Hdw. on ruled form. 132 pp. 12 x 7 $\frac{1}{2}$ x $\frac{1}{2}$.

For other records of school supplies, see entry 253.

256. LEDGER, 1921-22, 1931-33. 1 vol.

File book of school district claims, showing date, name, number of school district, amount, 1931-33. Also contains a record of expenditures of the chain gang, showing date, number of claim, items, amount, 1921-22. Arr. chron. Indexed by school districts. Hdw. on ruled form. 327 pp. 14 x 9 x 2.

For expenditure of chain gang, 1929--, entry 27.

Teachers

257. TEACHERS SCHOOL ACCOUNTS, 1884-93. 2 vols.

Record of teachers' school accounts, showing date, number, school district number, name, amount, time. Arr. chron. under school district. No index. Hdw. on printed ruled form. 184 pp. 16 x 10 x 1. Warehouse.

258. RECORD OF TEACHERS CERTIFICATES, 1923--. 2 vols. Missing:

1908-22, 1899-1907 in Settlement Book, entry 7.

Record of teachers' certificates, showing date registered, number of certificate, date of issue, how obtained: whether primary, elementary, high school; grade of certificate, when expires, name of teacher, male or female, general average. Arr. alph. by name of teacher. No index. Hdw. on printed ruled form. 218 to 560 pp. 10 x 13 x 1 $\frac{1}{4}$ to 9 x 14 x 2 $\frac{1}{2}$.

For original teachers' certificates, see entry 260.

259. (MISCELLANEOUS PAPERS), 1880-1929. 1 box.

Original teachers' pay warrants and monthly reports, 1880-1922; cancelled school

For abbreviations and explanatory notes see pages 16, 17

bonds and coupons, 1923-29. Also blue prints of school buildings. No arr. No index. Hdw. on printed form and blue prints. Approx. 3' x 4' x 3'. Warehouse.

For record of teachers' pay warrants, see entry 253; for record of school bonds, see entry 262; for other cancelled bonds, see entry 263.

260. (PAPERS ON FILE), 1933--. 8 f. d.

Miscellaneous papers, including teachers' health certificates, textbook requisitions, teachers' certificates, teachers' applications, school claims, invoices, tax receipts, trustees' oaths, unpaid bills, high school applications, Works Progress Administration project proposals, library commission, petitions, deeds for school property, enrollment and average attendance reports, bus drivers' contracts, correspondence from county board and truant officer. Arr. alph. under school district nos. No index. Hdw., typed, hdw. and typed on printed form. 11 x 12 $\frac{1}{2}$ x 28.

For record of teachers' certificates, see entry 258; for record of health certificates, see entry 261.

261. LEDGER, 1933--. 1 vol.

Record of teachers' health certificates, showing date registered, name, date of certificate. Arr. chron. by school session. No index. Hdw. on ruled form. 376 pp. 14 x 9 x 1 $\frac{1}{2}$.

For original teachers' health certificates, see entry 260.

School Districts

262. RECORD OF SCHOOL DISTRICT BONDS, 1910--. 1 vol. Last entry 1934. Record in abstract, showing date of issue, amount, name of school district, maturity, denomination, date of interest, interest due period, sale price, date of payment. Arr. chron. Indexed by name of school district. Hdw. on printed ruled form. 100 double pp. 14 x 8 $\frac{1}{2}$ x 1.

For original bonds, see entries 259 and 263.

263. (INTEREST AND BONDS PAYABLE), 1923--. 1 vol.

Record (with page headings for assessed valuation, mills voted, bonds and short term notes) showing interest and bonds payable and date interest due. Also contains cancelled bonds and coupons pasted. Arr. numer. by no. of school district. No index. Hdw. on ruled form, bonds engraved. 300 pp. 19 $\frac{1}{2}$ x 20 x 3.

For other cancelled school bonds, see entry 259; for record, see entry 262.

264. DISTRICT SCHOOL CENSUS, 1874. 1 vol.

Census of children of school age, showing number, name and sex of white and colored children separately. Also contains form, showing parents' name, child's name, age, address. Arr. alph. by name of student under each school district. Hdw. on printed ruled form. 75 pp. 11 $\frac{1}{2}$ x 9 x $\frac{1}{2}$. Warehouse.

265. SCHOOL TRUSTEES RECORD, 1874-89. 2 vols. Discontinued.

Record of Millbrook and Shaw school district trustees, showing descriptive

For abbreviations and explanatory notes see pages 16, 17

and historical sketch of district, oaths of office, names of school trustees and term of office, minutes of school trustees' regular and special meetings, teachers' contracts, record of teachers' expense account, school orders issued, annual report of school trustees, memoranda. Arr. chron. No index. Hdw. on printed form. 127 pp. 11 x 9 x $\frac{1}{4}$. Warehouse.

Supervisor of Adult Schools

266. (RECORDS OF WPA AREA SUPERVISOR OF ADULT EDUCATION), 1937--.
8 folders.

Supervisor's daily schedule, monthly narratives, monthly reports, list of teachers, qualifications of teachers, miscellaneous letters from the state office, record of mileage, report of sponsor's contribution for nursery schools. No arr. No index. Hdw. and typed on printed form. 12 x $8\frac{1}{2}$ x $\frac{1}{2}$.

267. (TEACHERS' MONTHLY REPORTS AND NARRATIVES), 1937--. 66 folders.
Works Progress Administration adult teachers' monthly reports from Aiken, Edgefield, McCormick and Orangeburg, including reports and narratives, time reports, daily activities, schedules for each month. No arr. No index. Typed, hdw. and typed on printed form. 12 x $8\frac{1}{2}$ x $\frac{1}{4}$.

XXIII. LIBRARY COMMISSION

In 1936 the first appropriation was provided for the Aiken County Library. A library commission was created at the same time, to be composed of three members, one appointed by the farm women's council; one by the legislative delegation until a parent teacher county organization might be formed and thereafter by that organization or its appointee; and the third member is the superintendent of education ex officio. The two appointed members serve terms of one and two years. One is chairman and the other secretary. Meetings are held as found proper by the commission. (Stat. XXXIX, 1440-41.)

The commission makes rules and regulations for the appointment of a librarian, and for the use, management, control and operation of the library. It receives donations of money and books; disposes of such books as may be retired; purchases books; and provides for the upkeep and orderly management of the library. Since the finances and all expenditures are under the direction and supervision of the county board of education, the commission makes a detailed annual statement as to receipts and disbursements of funds, and files it with the county board of education. The disbursements of funds are made upon warrants on the treasurer drawn by the chairman of the library commission and approved by the chairman of the county board of education. (Ibid.)

At the time of the final recheck of the Aiken County records, the library had not been established long enough for a list of its records to be included in this inventory.

For abbreviations and explanatory notes see pages 16, 17

XXIV. BOARD OF REGISTRATION

Enrollment of voters in a book was required in the parishes as election units as early as 1716 (Stat. II, 684); and Charleston electors in 1819 had to register name and place of residence at least a month before an election (Stat. VII, 141). The constitution of 1868, however, was the first to direct the general assembly to provide regularly from time to time for the registration of voters (art. VIII, 3). The resulting act of 1868 gave this duty to the managers of elections (Stat. XIV, 136), until they were relieved in 1882 by the creation of supervisors of registration for each county (Stat. XVII, 1111). The constitution of 1895 made registration a prerequisite for voting and required reenrollment of registered voters every ten years (art. II, 4). By the election law of 1896 a board of registration was provided for each county (Stat. XXII, 34), to consist of three persons appointed by the governor with the approval of the senate for a term of two years (Code 2269). The board conducts the registration of qualified voters, those denied registration having a right to appeal to the courts (1896, Stat. XXII, 38; Code 2273).

The board makes up two copies of an enrollment book for each precinct, showing name, age, and place of residence of each voter. At the time of elections, these are turned over to the commissioners of election to be distributed among the managers of election, to be returned to the board of registration after the election (1896, Stat. XXII, 44; Code 2286). The board also has a separate list of persons who were registered prior to January 1, 1898, who are eligible for life regardless of present day educational requirements (Const. 1895, art. II, 4 (c); 1896, Stat. XXII, 39; Code 2271). By law all records and books are deposited with the clerk of court for safekeeping (1896, Stat. XXII, 44) as public records, open to inspection at all times (Const. 1895, art. II, 8) and removable solely by the board, for so long as may be necessary for performance of duties (Code 2285).

For Registration Books, see entries 82-84.

XXV. COMMISSIONERS OF ELECTION

Commissioners of election date from 1868, after two centuries of evolution from the first election held in South Carolina.

St. Matthew's Parish was laid out in 1765 in what later became Orangeburg District and was represented in the general assembly by two members (Stat. IV, 230-31). The Revolutionary elections for delegates to the first provincial congress gave representation to Saxe Gotha, St. Matthews, and the district between the Savannah and the North Fork of Edisto; and the constitutions of 1776 (art. XI), of 1778 (art. XIII), and of 1790 (art. I) legalized these election districts. Where churches did not exist and there were no church wardens to hold elections, the general assembly appointed managers of elections

For abbreviations and explanatory notes see pages 16, 17

(Const. 1776, art. XI). Managers passed upon the qualifications of voters, held elections, and made the returns, until after the Civil War.

In 1868 the governor was authorized to appoint three commissioners of election for each county. The board appointed for each precinct three managers, who had charge of the registration of voters and the conduct of the election. After the election the commissioners became a county board of canvassers that decided all protests. (Stat. XIV, 136-43.) In 1878 two sets of commissioners were provided, one for state, district, and county elections, and the other for presidential electors and members of congress (Stat. XVI, 632-33). When the office of supervisor of registration was created in 1882, the duty of registering voters was taken from the managers (Stat. XVII, 1111-15). In 1896 the election law was rewritten without essential change as to commissioners of elections (Stat. XXII, 29-48). After an election each commission, as a county board of canvassers, prepares a statement of each protest as well as the total vote for each candidate, which must be filed in the office of the clerk of court. Signed copies are also sent to the governor, to the state board of canvassers and to the secretary of state, by mail and by express. (1882, Stat. XVII, 1119; Code 2310-15.) The county board of commissioners audits and pays the expenses of the election (1882, Stat. XVII, 1100; Code 2316).

For records, see entry 110.

XXVI. DEMOCRATIC COUNTY COMMITTEE

Under the one party system now prevailing in South Carolina, the Democratic primary which selects the party candidates has come to be of greater significance than the general election which merely confirms their election. All county officers, appointive or elective, except masters, magistrates, and supervisors of registration, are entered in the primary, and at its discretion the county committee may order a primary for masters and magistrates (Code 2365).

In each county the Democratic Party is organized under a county executive committee, known as the county committee, presided over by the county chairman. Party members are enrolled into political clubs; and qualifications for voting are regulated by law. Each election year the clubs elect delegates to a county convention at the county seat, and the convention secretary keeps a record of proceedings in a minute book. The committee fixes the entrance fees of candidates, selects the polling places, furnishes the ballot boxes, prints the ballots, meets at the courthouse to tabulate returns, and performs, under the party constitution and rules, all other necessary duties prescribed by law. (Acts 1915, 168-70; Code 2352-2418.)

268. RECORD, 1906-16. 1 vol.

Minutes of meetings of county executive committee of Democratic Party, giving names of club committees (three members for each precinct) and a list of county

For abbreviations and explanatory notes see pages 16, 17

committee members, (one from each precinct), showing name of precinct, and name and address of member. Arr. chron. No index. Hdw. and typed. 202 pp. 13 x 8 x 1. Warehouse.

XXVII. COUNTY BOARD OF CONTROL (defunct)

The state dispensary system for the control of the alcoholic liquor traffic went into operation on July 1, 1893. A state board of control appointed county boards of control of three members each, which met monthly in the office of the county board of commissioners, and provided for the location of dispensaries for the sale of intoxicants. The clerk of the county board of commissioners, as clerk of the board of control, kept records of petitions and permits. (1892, Stat. XXI, 62-76.) In 1894 the county supervisor was made ex officio a member of the county board of control (ibid., p. 725). He was relieved of membership in 1896, but his office continued to be the place of meeting (Stat. XXII, 127, 130). In 1900 a revision of the law provided for appointment of the county board by the state board on approval of the legislative delegation (Stat. XXIII, 440).

The state dispensary was abolished in 1907 but local dispensaries were allowed by local option under county dispensary boards in those counties voting for their continuance (Stat. XXV, 465-81). On August 17, 1909, only six counties in the state voted to retain dispensaries: Aiken, Beaufort, Charleston, Florence, Georgetown, and Richland. By popular referendum in 1915, the last of these was abolished and statewide prohibition was adopted. (Wallace, History of S. C., III, 423.) In 1916, three citizens were appointed by the governor, upon recommendation of the legislative delegation, as a winding-up commission for Aiken County dispensary. It was their duty to sell all liquors, fixtures, equipments and other property of the dispensary, and turn over all funds to the county treasurer. (Stat. XXIX, 1059.)

For treasurer's record of dispensary funds, see entry 245.

XXVIII. COUNTY BOARD OF PUBLIC WELFARE

When the Federal Emergency Relief Administration was superseded in 1935 by the Works Progress Administration, its unexpended funds were entrusted to the governors of the states for the relief of unemployables. In South Carolina a temporary department of public welfare was set up in every county which matched the allocations of the FERA funds with local appropriations. All counties participated except Lee, Saluda, and Newberry. In March 1937 the funds were exhausted and the department expired (Acts, p. 515).

In 1937 a state department of public welfare was created, to function un-

For abbreviations and explanatory notes see pages 16, 17

der the South Carolina board of public welfare elected by the general assembly. This state department supervises and administers the public welfare activities and functions of the state, cooperates with federal agencies to administer federal funds granted the state, and studies social problems from the standpoint of cause and cure. (Acts, pp. 496-517.)

The same act created in each county a local department under a county board of public welfare, made up of three members appointed by the state board upon recommendation of the legislative delegation. Their terms of three years expire in rotation. The county board acts as the representative of the state department in administering welfare activities in the county, performs such duties as the state department may delegate, and sees "that all laws are enforced for the protection and welfare of minors, the removal of moral menaces to the young, and to safeguard and promote the health, education and general welfare of minors." It also prepares and submits a budget to the state department, and maintains such "standards of work, procedure and records" as may be required by the state department. (Ibid., pp. 499-501.)

The county board keeps a record of its activities, and accurate accounts of all funds received and expended. Once a year it makes a report of its activities, receipts, and disbursements to each member of the legislative delegation, to the foreman of the grand jury, and to the clerk of court, who files the report as a public record. In addition, it furnishes such reports and data as may be required by the state department or by the federal government. (Ibid.)

In 1938 the board of public welfare and the board of county commissioners, acting together, were required to dispense with the county home and to see that the inmates were cared for in suitable places (Acts, p. 2050).

At the time of the final recheck of the Aiken County records, the county board and the county department of public welfare were not sufficiently under way for their records to be inventoried.

XXIX. BOARD OF HONOR

In 1866 the provisional state government made the first attempt to aid disabled Confederate veterans by an appropriation of \$20,000 for artificial legs (Stat. XIII, 401), but the Republican government which immediately followed was not friendly to the idea.

The first state pension act, passed in 1887 (Stat. XIX, 826), required the clerk of court to keep a record of applications, and the state comptroller general to make payments. The next year a county examining board was created (Stat. XX, 26).

The constitution of 1895 provided that the general assembly should make liberal provision for annual pensions to indigent or disabled Confederate soldiers

For abbreviations and explanatory notes see pages 16, 17

and sailors, and to widows of Confederate veterans (art. XIII, 5). This was put into effect in 1896 (Stat. XXII, 185); and until 1918 the pensions were paid by the comptroller general through the clerk of court. A reorganization in 1919 made the judge of probate clerk of the county pension board, charged with the duty of paying pensions, and keeping the records in his office (Stat. XXXI, 277). In 1923, faithful Negroes who had served the Confederacy became eligible for a small pension (Stat. XXXIII, 107).

Under the law of 1929, the pension board was abolished and a board of honor was created for each county, to consist of three Confederate veterans, with the judge of probate as clerk. When the number of veterans is reduced to two, the clerk of court may become a member; when the number is reduced to one, the judge of probate is eligible for membership; when there are no veterans remaining in the county, the auditor may become a member. (Stat. XXXVI, 177-79.) In 1937 the state comptroller general resumed the duty of paying Confederate pensions (Stat. XL, 639), but in 1938 it was returned to the judge of probate.

For records, see entries 170-172.

XXX. SERVICE OFFICER

In 1927 the state of South Carolina created a service bureau to assist ex-service men in securing benefits to which they were eligible under federal legislation and under the terms of federal insurance policies (Stat. XXXV, 158; Code 2967). Beginning in 1931, several counties made provision for county service officers in cooperation with the American Legion. The supply act of Aiken County in 1936 carried an appropriation for legion post employees appointed by the post executive, to assist in preparing bonus papers (Stat. XXXIX, 1901). In 1937 a service officer was named in the appropriation act (Stat. XL, 738), without specifications as to appointment, term of office, or duties. In 1938 appropriation was made for "service officer county" (Stat. XL, 2052).

No records of this office were found.

XXXI. HEALTH UNIT

The bureau of rural sanitation of the state health department was set up in 1910 through aid from the Rockefeller Foundation for the eradication of hookworm. It is financed and directed by state and federal agencies, aided by county funds ("Fifty-seventh Annual Report of the State Board of Health in Reports of Officers, Boards and Committees, 1936, II, 7, 94"). Aiken County forms a health district within itself and has a standard health unit composed of one full time physician, two full time nurses, a clerk who keeps the office, and a sanitation officer.

For abbreviations and explanatory notes see pages 16, 17

As this office is primarily for service rather than record keeping, such records as it has are on cards filed in the office, and they belong to the state board of health rather than to the county. They form the basis of the reports the county health unit makes to the state board of health, and are incorporated in the annual report of the state board of health to the legislature.

Correspondence and Reports

269. CORRESPONDENCE AND REPORTS, 1932--. 3 f. d.

Original and carbon copies of correspondence to and from office; epidemiological reports; annual, quarterly and weekly statistical and narrative reports on the work of the office. Arr. alph. by type of record. No index. Typed. 14 x 16 x 24.

270. FINANCIAL REPORTS, 1936--. 1 vol.

Financial reports of the health department personnel, showing date, description of receipts, disbursements, contingent salary personnel. Arr. chron. No index. Hdw. on printed ruled form. 76 pp. $12\frac{1}{2}$ x 10 x $\frac{1}{2}$.

Maternal Health

271. PRENATAL, 1936--. 1 envelope.

Record of prenatal cases, showing detailed information concerning physical condition of patient. Arr. alph. by name of patient. No index. Hdw. on printed form. 10 x 7.

272. MIDWIFE RECORDS (Certificates), 1930--. 1 envelope.

Card record of licensed midwives, showing name, address, race and age of midwife, date of certificate, name of instructor, results of physical examinations, and equipment. No arr. No index. Hdw. on printed form. 10 x 7.

Child Health

273. (PHYSICAL EXAMINATIONS OF SCHOOL CHILDREN), 1937--. 1 f. b.

Record of physical examination of school children; showing name of school; name, race and sex of child; father's name, address and occupation; child's record of contagious and infectious diseases, tests and inoculations; name of family physician; date of examination; age, grade, height, weight of child; rating of eyes, ears, throat, nose, teeth, skin, nutrition, mentality, heart, and lungs; deformities; remarks. Arr., mixed, under school. No index. Hdw. on printed form. 6 x 10 x 14.

274. CRIPPLED CHILDREN, 1929--. 1 f. b.

Record of crippled children. Also contains Works Progress Administration survey records, showing name of child, nature of disability, educational status, economic condition. Arr. alph. by name of child. No index. Hdw. on printed form. $5\frac{1}{2}$ x 8 x 9.

Hospital

- 275. SMALLPOX VACCINATIONS, 1933--. 4 vols. Title varies: Pasteur and Smallpox Vaccination; Smallpox Vaccinations and Typhoid Inoculations.

Record of children vaccinated for smallpox at various schools. Also contains a list of Pasteur treatments for 1936-38, showing number, date started, name, and date completed; and toxoid inoculations, 1933-34, entry 276. Arr. numer. under each school. Hdw. 50 pp. 9 x 7 x $\frac{1}{4}$.

- 276. TYPHOID INOCULATIONS, 1934--. 6 vols. Title varies: Typhoid Administrations; Typhoid Clinics; Toxoid Administrations. 1933-34 in Smallpox Vaccinations, entry 275.

Record of all toxoid administrations given by health department to school children, showing name and date given. Arr. alph. by name of school. No index. 50 pp. 9 x 7 x $\frac{1}{4}$.

Veneral Disease Records

- 277. WASSERMANN BLOOD REPORTS, 1928--. 1 f. b.

Laboratory reports on Wassermann blood tests for syphilis, showing name of patient, name of doctor, blood infection, date taken, date received at laboratory. Also contains laboratory slips, showing reports on drinking water, and on specimens examined for hookworm. No arr. No index. Hdw. on printed form. $2\frac{1}{2}$ x 4 x 5.

- 278. VENEREAL DISEASE CLINIC, 1937--. 1 f. b.

Record of patients treated for venereal diseases, showing notations from physician regarding treatment of patient. Arr. alph. by name of person treated. No index. Hdw. on printed form. $5\frac{1}{2}$ x 8 x 9.

- 279. FOOD HANDLERS, ETC., 1934--. 2 vols. and 1 f. d.

Record of physical examinations of food handlers, barbers, beauticians, etc., showing name of individual and type of work. Arr. alph. by name of persons examined. No index. Hdw. and hdw. on printed form. Vols., 50 pp. 9 x 7 x $\frac{1}{4}$; f. d., $5\frac{1}{2}$ x 7 x 15.

XXXII. HOSPITAL

The county hospital in Aiken was organized in 1927, when a board of trustees consisting of three members was appointed to take charge of the operation and financial affairs of the institution (Stat. XXXV, 717).

In 1934 the county commissioners were authorized to construct and establish a hospital on lands donated to the county. When completed, the building was turned over to the board of trustees, whose membership was increased to five. The board has control of expenditures, and has power to appoint a superintendent. It holds meetings at least once a month and keeps a complete record of all its proceedings. (Stat. XXXVIII, 1718.)

For abbreviations and explanatory notes see pages 16, 17

An act of 1937 provides for the appointment of trustees; one by the hospital and relief society, one by the mayor and council of the city of Aiken, and three by the legislative delegation. They serve terms of three years, expiring in rotation. The board has charge and control of the hospital, and directs its management, operation and supervision. The board also appoints a superintendent and a business manager. The superintendent has complete charge and supervision over the hospitalization, and medical and surgical treatment of all patients. The business manager supervises and manages the business and financial affairs and carries out all duties conferred on him by the board. (Stat. XL, 352-53.)

Minutes and Reports

280. MINUTE BOOK, 1937--. 1 vol.

Record of transactions at meetings of the board of trustees, showing financial and statistical reports made to the board each month. Arr. chron. No index. Typed. Loose leaf 8 x 11 x $1\frac{1}{2}$.

281. LABORATORY REPORTS, 1937--. 1 vol.

Daily laboratory reports, showing date, name of patient, room or ward, physician, urinalysis, blood examination, blood chemistry, tissue, spinal fluid, miscellaneous, total examinations. Arr. chron. No index. Hdw. on printed ruled form. Loose leaf 12 x 18 x $2\frac{1}{2}$.

282. (SUPERINTENDENT'S RECORD OF HOSPITAL SERVICE), 1928--. 1 vol.

An analysis of hospital services, showing service, number of patient, number of operation, list of cases for special consideration, cause of death, case history deficiencies, laboratory reports, X-ray reports. Arr. chron. under types of cases. No index. Hdw. on printed form. Loose leaf 9 x 12 x $2\frac{1}{2}$.

283. (MONTHLY REPORTS OF OPERATIONS), 1928--. 1 vol.

Monthly reports of operations, showing number of patient, number of operation, list of cases for special consideration, cause of death, case history deficiencies, laboratory reports, X-ray report, operation index, disease index. Arr. chron. No index. Hdw. on printed form. $12\frac{1}{2}$ x 10 x 2.

284. (INDIVIDUAL PATIENTS' RECORD OF OPERATIONS), 1928--. 3 f. b.

Reports on individual patients' record of operations, showing number, date, operation, name, remarks, result, surgeon, assistant; name, pulse, before, during, date, heart sounds, vessels urine, anaesthetic, amount used, inhaler, begun, ended, operation began, operation ended, respiration, stimulants, anaesthetizer. Arr. alph. by name of patient. No index. Hdw. on printed form. 13 x 6 x 26.

Admissions

285. (CENSUS BOOK), 1937--. 1 vol.

Record of patients admitted each day, showing number, name and address of patient, and his location in the hospital building. Arr. numer. by no. of patient. No index. Hdw. on printed ruled form. Loose leaf 12 x 15 x $2\frac{1}{2}$.

For abbreviations and explanatory notes see pages 16, 17

286. STATISTICS CARDS, 1931--. 8 f. b.

Admission cards, showing name, address and personal history of each patient and diagnosis of each case. Arr. alph. by name of patient. No index. Hdw. on printed form. 6 x 9 x 25.

287. (PATIENTS REGISTER), 1928--. 1 vol.

Register of patients admitted to hospital, showing number and name of patient, address, age, sex, race, admission, discharge, service, patient days, physician; also cash receipts, showing name and number, amounts received by departments, whether full pay or part pay patients, contributions or donations; and expenditures which are payed, itemized under each department, showing date, to whom paid, and amount. Arr. numer. by no. of patient. No index. Hdw. on printed ruled form. Loose leaf 14 x 18 x 2 $\frac{1}{2}$.

Case Records

288. (CASE RECORD), 1928--. 27 f. b.

Daily case record kept by each nurse, showing name of patient and chart of diagnosis, treatments, and physical reaction of patients. Arr. alph. by name of patient, 1928-37; numer. by no. of patient, 1938. No index. Hdw. on printed form. 14 x 12 x 26.

289. (X-RAY FILE), 1937--. 4 f. d.

Positive and negative films of radiographs of patients. Arr. alph. by name of patient. No index. Negatives. 20 x 17 x 26. X-ray department.

290. (X-RAY RECORD), 1938--. 1 vol.

Record of X-rays made, showing X-ray number, date, name of patient, hospital number, out patient, doctor, size of film, examination of, technician, diagnosis, film made, fluoroscopic examination. Arr. chron. No index. Hdw. on printed ruled form. Loose leaf 12 x 19 x 2. X-ray department.

Financial Records

291. (GENERAL LEDGER), 1936--. 1 vol.

Double entry ledger of hospital receipts and disbursements, showing monthly trial balance, name of account, number of account, date, and amount. Arr. chron. by credits and debits under accounts. No index. Hdw. on printed ruled form. Loose leaf 8 x 11 x 1.

292. PATIENT CHARGE JOURNAL, 1937--. 1 vol.

Record of charges of patients who did not pay when leaving hospital, showing name and number of patient, days, accounts receivable, board and general service, operation room, delivery room, antiseptic, X-ray, laboratory, drugs, medical and surgical supplies, remarks. Arr. alph. by name of patient each month. No index. Hdw. on printed ruled form. Loose leaf 15 x 23 x 1.

XXXIII. FOREST FIRE CONTROL BOARD

For "the purpose of providing for the protection of forest lands, to promote reforestation on denuded and understocked and sub-marginal acres, and to aid in the enforcement of all laws pertaining to forests and other lands," Aiken County in 1935 was created a forest fire control organization district, under the direction of the South Carolina state commission of forestry.

The duties made necessary by the creation of this district, are carried on by a board consisting of nine directors, three of whom are elected annually for a period of three years from the property owners, each to serve a term of three years. The state forester or district forester are advisory members. The board at its annual meeting in November, elects a president, vice president, secretary and treasurer. The board serves in an executive capacity. It appoints the necessary wardens, patrolmen and towerman. The fire warden is required to act as a field representative of the state forester, to forward to the Aiken County Forest Protective Association such data as it may require, and to report existing conditions which are or may become fire hazards.

Each year the state commission of forestry and the state forester compile a fire control plan and recommend a budget itemizing the expenditures for the following year. The plan and budget are modified and approved by the county forest protective association. (Acts 1935, pp. 497-500.)

In 1938 an act was passed authorizing the forfeited land commission to lease forfeited lands to the association for a period of twenty-five years. The association has entered into a cooperative agreement with the state commission of forestry for administration of these lands. A county revolving fund has been set up and excess funds may be used to purchase and plant forest tree seedlings, to construct fire breaks or other improvements on the property, or may be reduced to the general fund of the county. The association is to keep a record of all receipts and disbursements as well as bills payable and collectible, which shall be examined as other county offices by the grand jury. (Acts 1938, pp. 1680-84.) No records of this board were found.

XXXIV. AGRICULTURAL EXTENSION

In 1910, Miss Marie Cromer, president of the Rural School Improvement Association of Aiken County, organized a girl's tomato club. With the help of the county superintendent of education, girls were enrolled in different sections of the county. and Miss Cromer was employed as a regular agent for this work. South Carolina and Virginia were the first states in which tomato clubs were instituted. In 1911, Miss Cromer organized other counties; and other important vegetables for home use were included in the list of products. ("Seventh Annual Report of the Commissioner of Agriculture, Commerce and Industries 1910", pp. 75-76.) Soon after, demonstration work was begun on a national scale.

For abbreviations and explanatory notes see pages 16, 17

The county home and farm demonstration agents are more closely connected with the United States Department of Agriculture than with county government. Beginning in 1914 under the Smith-Lever Act, the federal government has appropriated money for agricultural education outside of colleges, on condition that it be supplemented by local and state funds (U. S. Stat., vol. 38, part 1, pp. 372-74). At present the state appropriates a sufficient amount to insure each county having at least one home and one farm agent, but prior to 1929 (Stat., XXXVI, 1053), the provision of the supplementary funds was left to the counties, so that the number of agents varied from year to year. The county farm agents are appointed by, and work under, the Clemson extension service director, who is a representative of the United States Department of Agriculture. The county home demonstration agent is under the direction of the state home demonstration agent at Winthrop College, who is under the director of extension at Clemson College. No definite term of office is provided by law for the agents, but they are usually employed for one year at a time. Reappointment is customary so that they hold office indefinitely. The appointments for each county are subject to approval of the legislative delegation. ("Annual Report of the Board of Trustees of Clemson Agricultural College 1936" pp. 8-9, 19-20, in Reports of State Officers Boards and Committees 1937; James E. Hunter, Jr. ed., Legislative Manual 1938 pp. 238-39; Acts 1929, p. 1054.)

Counties frequently aid the agents by making appropriations for special purposes. Beginning in 1936 the Aiken County supply acts have carried annual appropriations for colored demonstration work (Acts 1936, p. 1896), which is administered through the Colored Normal, Industrial, Agricultural, and Mechanical College at Orangeburg (Legislative Manual 1938 pp. 238-42).

The duties of the county agents at first consisted largely of organizational and informative work. The records are chiefly correspondence and copies of reports to headquarters. Since 1933, the agricultural adjustment and soil conservation work has been conducted through the county farm agent's office, which has handled production contracts and benefit checks.

As the inventory of these records was made by the WPA project for the Survey of Federal Archives, no entries are included here.

XXXV. SOIL CONSERVATION BOARD

In 1935, as a part of the agricultural extension program, a move for the control of soil erosion was begun in cooperation with the executive boards of various counties (Acts, pp. 913-15). The following year the general assembly by joint resolution assented to the provisions of the federal statute (public act No. 461, 74 Congress) which provided a permanent policy of federal aid to the states for the purpose. The trustees of Clemson College were authorized to present state plans, and to administer, receive and disburse federal grants of money to the state for the work, (Acts 1936, pp. 1531-32.)

For abbreviations and explanatory notes see pages 16, 17

In 1937 a general law provided for the creation of soil conservation districts. Upon the filing of a petition by any twenty-five land owners in the area concerned, the state soil conservation committee gives notice of a public hearing on the question; and, if the committee approves, it holds a referendum and publishes the result. If the ballots favor, the committee appoints two supervisors to act with three others elected by the people of the district for a term of three years. These form the governing board of the soil conservation district, which becomes "a governmental subdivision of this state and a public body corporate and politic." The board is authorized to "conduct surveys, investigations and research relating to the character of soil erosion and the preventive and control measures needed, to publish ... and to disseminate information" in cooperation with the state or federal government; to carry out the measures necessary for prevention and control of erosion; to obtain options and acquire lands; to make available to land owners engineering machinery, equipment, fertilizer and seeds; to develop comprehensive plans; to sue and be sued in the name of the district; and to make rules and regulations necessary for carrying into effect the purposes of the organization. (Acts 1937, pp. 242-67.)

293. LETTERS - AIKEN SOIL CONSERVATION BOARD, 1936--. 1 letter file. Miscellaneous papers of the soil conservation board, including invoices, purchase orders, correspondence, pay rolls, and cancelled checks. Arr. chron. No index. Hdw., typed, and hdw. and typed on printed ruled form. 12 x 12 x 3. County commissioner's office.

294. (CHECK STUBS - SOIL CONSERVATION BOARD), 1937--. 1 vol. Stubs of checks issued by Aiken County soil conservation board, showing number and date of check, to whom issued, purpose and amount. Arr. chron. No index. Hdw. on printed form. 84 pp. 9 3/4 x 14 1/4 x 1/2. County commissioners' office.

For ledger of soil conservation board, see entry 35.

CHRONOLOGICAL INDEX

(All numbers refer to entries. A record entry number is listed under each decade which the record covers in full or in part. An entry number is underlined to call attention to the initial appearance of the records; the last listing of the entry number indicates the decade within which the record ends.)

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