

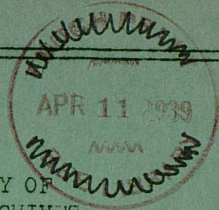
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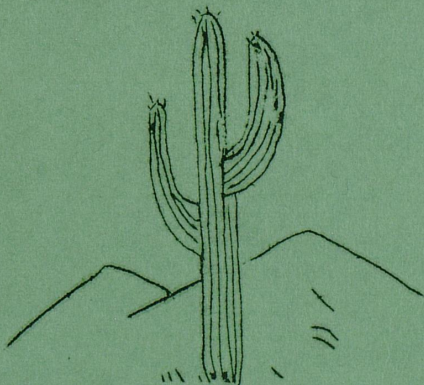
INVENTORY OF
FEDERAL ARCHIVES
IN THE STATES

SERIES III
THE DEPARTMENT OF THE TREASURY
NO. 3. ARIZONA

THE SURVEY OF FEDERAL ARCHIVES
WORKS PROGRESS ADMINISTRATION

GOVERNMENT PUBLICATIONS

UNIVERSITY OF KENTUCKY
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INVENTORY OF FEDERAL ARCHIVES IN THE STATES



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

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Cooperating Sponsor

SERIES III. THE DEPARTMENT OF THE TREASURY
NO. 3 ARIZONA

Tucson, Arizona
The Survey of Federal Archives
1938

PREFACE

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

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Arizona the work of the Survey was directed by Professor Howard A. Hubbard of the University of Arizona, with Mrs. Meryl E. Morgan as his assistant, until June 30, 1937. Since that date the state project has been directed by Mrs. Morgan. This inventory of the records of the Department of the Treasury in Arizona was prepared in the Tucson office of the Survey, with Mr. R. W. Langworthy as chief editor. It was edited before final typing by Dr. Erik Achorn of the Washington office.

Meryl E. Morgan
State Director,
Survey of Federal Archives
in Arizona

Tucson, Arizona
May 4, 1938

CONTENTS

	Page
ACCOUNTS AND DEPOSITS, COMMISSIONER OF	
Phoenix, State Accounts Office	1
Phoenix, State Disbursing Office	4
BUREAU OF CUSTOMS	
Ajo, Office of Deputy Collector	6
Douglas, Office of Deputy Collector	6
Douglas, Customs Patrol	15
Naco, Office of Deputy Collector	16
Nogales, Office of Collector	19
Nogales, Customs Patrol	21
San Luis, Office of Deputy Collector	21
Sasabe, Office of Deputy Collector	22
BUREAU OF INTERNAL REVENUE	
Phoenix, Accounts and Collections Unit Office	24
Phoenix, Alcohol Tax Unit Office	27
Prescott, Accounts and Collections Unit Office	28
Tucson, Accounts and Collections Unit Office	29
Tucson, Alcohol Tax Unit Office	29
BUREAU OF NARCOTICS	
Phoenix, Office of Narcotic Agent	31
PROCUREMENT DIVISION	
Nogales, Office of Custodian	32
Phoenix, State Procurement Office	33
Prescott, District 1, Branch Procurement Office	36
Tucson, District 2, Branch Procurement Office	37
PUBLIC HEALTH SERVICE	
Nogales Quarantine Station	39

COMMISSIONER OF ACCOUNTS AND DEPOSITS

PHOENIX

STATE ACCOUNTS OFFICE
Heard Bldg., 114 N. Central Ave.

The Accounts Office for the State of Arizona was opened July 1, 1935. Reports are made directly to the Commissioner of Accounts and Deposits in Washington.

- 1. REPORTS AND CORRESPONDENCE, 1935 - 1936. Allotment by appropriation symbols, telegraphic authorization, President's letters and general correspondence relative to same, and bulletins. (Occasionally, official.) 5 x 8 pockets and 8 x 10 folders, 8 ft. 8 in., in 4 drawers of steel filing case. R. 415. (532)
- 2. ADMINISTRATIVE BINDERS, 1935 to date. Bulletins referring to WPA regulations, miscellaneous correspondence, executive orders, procedure instructions, special letters and information, incoming disbursing, interoffice bulletins, and examining documents. (Daily, official.) 10½ x 11½ ring binders (8), 2 ft. 6 in., on open wooden shelves. R. 409. (539)
- 3. PAY ROLLS FOR PERSONNEL SERVICES, 1935 to date. Duplicates of pay rolls; originals sent to Washington. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 408. (500)
- 4. MISCELLANEOUS RECORDS AND CORRESPONDENCE, Apr. 1935 to date. Miscellaneous records, general correspondence, daily control records, transmittal sheets, progress sheets, daily summary of disbursements, pay roll routing slips, travel and pay roll incumbrance, allotment ledger, Resettlement Administration correspondence, and allotment records. (Daily, official.) Various sized loose-leaf books and sheets, 12 ft. 9 in., on table. Rs. 416 and 417. (531)
- 5. DAILY SUMMARIZED ANALYSIS OF PAY ROLLS, July 1935 to date. Form D52, copies of disbursing orders, daily report of pay rolls, and checks for distribution; original sent to Washington daily. (Daily, official.) 14 x 18 tabulating sheets, 1 ft. 6 in., in drawer of transfer case. Rs. 410, 411, and 412. (515)
- 6. PAY ROLL ROUTING SLIPS, July 1935 to date. Slips which have been attached to pay rolls, giving date as to the time taken by each department to complete their work on same. (Seldom, official.) 5 x 8 loose slips, 1 ft., in drawer of steel filing case. Rs. 410, 411, and 412. (522)

7. WORK SLIPS, CANCELLED, July 1935 to date. Work slips which accompany all documents when transmitted; Nos. 1 to 13,086. Filed numerically. (Daily, official.) 4 x 6 bundles, 21 ft., in pasteboard box and on top of wooden closet. R. 408. (502)
8. PERSONNEL, July 1935 to date. Applications of persons applying for work, cancelled work slips, daily time report slips, personnel service pay rolls, personnel application correspondence, and reports of resignations and transfers. Filed by profession and alphabetically by names. (Daily, official.) 9 x 12 folders, 7 in., in drawer of steel filing case. R. 408. (501, 504, 505)
9. PERSONNEL CORRESPONDENCE, July 1935 to date. Correspondence on personnel. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 408. (503)
10. SIGNATURES, July 1935 to date. Form A-11, record of signatures of officials authorized to sign documents. Filed alphabetically. (Daily, official.) 2 x 5 cards, 3 in., in desk index card filing box. Rs. 410, 411, and 412. (535)
11. PROPERTY RECORD, July 1935 to date. Record of expendable property, paper, pencils, carbon paper, etc., and non-expendable property, office furniture, and equipment. Filed numerically and alphabetically. (Daily, official.) 5 x 8 cards, 2 in., in steel card tray. R. 408. (528)
12. MIMEOGRAPH RECORD, July 1935 to date. Record of the number of forms mimeographed by WPA. (Daily, official.) 5 x 8 cards, 2 in., in steel card tray. R. 408. (529)
13. PROPERTY, TRAVEL, AND SUPPLY VOUCHERS, July 1935 to date. Property vouchers from 1 to 329; travel vouchers include all travel expenses issued since the opening of this file; supply vouchers cover all requisitions for supplies. (Daily, official.) 9 x 12 folders and 8 x 10 covers, 4 in., in drawer of steel filing case. R. 408. (527)
14. DISTRIBUTION OF EXPENDITURES, July 1935 to date. Expenditure vouchers, record of transactions, allotment control records, distribution of expenditures, reports by appropriation, allocations, official statements of control of accounts, bulletins, and memoranda. (Daily, official.) Various sized loose-leaf books, bundles, and loose sheets, 9 ft., in 4 drawers of steel filing cases and on 3 open wooden shelves. Rs. 416 and 417. (526)
15. SCHEDULE OF DISBURSEMENTS, July 1935 to date. Form 1064, pay vouchers. Filed numerically. (Daily, official.) 8½ x 10 vols., 4 in., in 2 drawers of steel filing case. Rs. 410, 411, and 412. (534)
16. TRANSMITTAL SHEETS, July 1935 to date. Every document sent to this office has a transmittal sheet attached. Filed numerically. (Daily, official.) 9 x 12 covers, 5 ft., in drawer of steel filing case and piled on top of clothes closet. Rs. 410, 411, and 412. (537)
17. ENCUMBRANCE CANCELLATIONS, July 1935 to date. Copies of all

cancelled encumbrances and unpaid encumbrances. (Daily, official.)
9 x 12 folders, 1 ft., in drawer of steel filing case. R. 408. (516)

18. CONSOLIDATED MEMORANDUM RECEIPTS, July 1935 to date. Form D16.
(Daily, official.) 9 x 12 folders, 1/3 in., in drawer of steel filing
case. R. 408. (506)

19. PUBLIC VOUCHERS, LIQUIDATED, July 1935 to date. Filed alpha-
betically by vendor's name. (Daily, official.) 9 x 12 folders, 12 ft.,
in 6 drawers of steel filing cases. Rs. 410, 411, and 412. (519)

20. VOUCHERS FROM WAR DEPARTMENT, July 1935 to date. Copies of
vouchers issued to various vendors by War Department to be retained by
this office for reference; originals previously have been transmitted
to Washington. These were not paid by State Disbursing Clerk. (Rarely,
official.) 8 x 10 folders, 2 ft., in drawer of steel filing case.
Rs. 410, 411, and 412. (514)

21. INVOICES FROM PROCUREMENT DIVISION, July 1935 to date. In-
voices that have been completed. (Daily, official.) 9 x 12 folders,
2 in., in drawer of steel filing case. R. 408. (520)

22. REQUISITIONS, July 1935 to date. Form D22, field requisitions
for supplies that have been filled, field requisitions for supplies
that have not been filled by Washington, and completed requisitions
filed numerically from 1 to 150. (Daily, official.) 9 x 12 folders,
5 in., in drawer of steel filing case. R. 408. (524, 525, 517)

23. GOVERNMENT BILLS OF LADING, July 1935 to date. Copies of bills
of lading on which freight has been paid. (Frequently, official.)
9 x 12 vols. and folders, 4 in., in drawer of steel filing case.
Rs. 410, 411, and 412. (518)

24. FIELD OFFICE MEMORANDA AND CIRCULARS, July 1935 to date.
General correspondence, telegrams, and miscellaneous memoranda. Filed
under different field office names. (Daily, official.) 9 x 12 folders,
2 ft., in drawer of steel filing case. R. 408. (507)

25. CHANGES IN PROJECT AUTHORIZATION, July 1935 to date. Reports
changing authorization on various projects. (Daily, official.) 9 x 12
folders, 1/3 in., in drawer of steel filing case. R. 408. (511)

26. MISCELLANEOUS FILE OF WPA PROJECTS, July 1935 to date. In-
formation cards, project authorizations, miscellaneous file of various
projects filed by project number; projects liquidated, projects pending
file, change of project administration, change of allotment, liquidated
pay rolls, and cancelled notes. Filed under symbol of appropriation
number, official number, and work project number. 3 x 5 card index,
1 ft. 6 in. (Daily, official.) 9 x 12 and 10 $\frac{1}{2}$ x 17 folders, 38 ft.
8 in., in 5 steel and 20 wooden drawers of filing cases. Rs. 410,
411, and 412. (512)

27. PRESIDENTIAL LETTERS, July 1935 to date. Letters authorizing

the establishment of projects. (Frequently, official.) 8 x 10 folders, 1 ft., in drawer of transfer case. Rs. 410, 411, and 412. (523)

28. REPLIES TO EXCEPTIONS, July 1935 to date. Form 2085, originals are sent to Washington (exception is sent to this office) (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Rs. 410, 411, and 412. (533)

29. CORRESPONDENCE, July 1935 to date. Inactive, permanent, and follow up correspondence. Filed alphabetically by subjects and chronologically. (Inactive file, seldom; current files, daily, official.) 9 x 12 folders, 3 ft. 7 in., in 2 drawers of steel filing case. Rs. 410, 411, and 412. (508, 510, 509)

30. NUMBERED CONTRACTS, July 15, 1935 to date. Contracts for all goods sold to government; copy sent to Washington. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Rs. 410, 411, and 412. (521)

31. CONFIDENTIAL PERSONNEL FILE, Sept. 1935 to date. Confidential correspondence. (Weekly, confidential.) $8\frac{1}{2}$ x $11\frac{1}{2}$ folders, 1 ft. 9 in., in drawer of steel filing case. R. 409. (513)

32. STATISTICAL LEDGERS, Sept. 1935 to date. Recording paid vouchers, registering all vouchers, registering all loans, and giving complete statistical data on same. (Daily, official.) $8\frac{1}{2}$ x 11 and 11 x 14 loose-leaf ledgers, 2 ft. 6 in., stacked on large work table. Rs. 416 and 417. (536)

33. DAILY TIME REPORTS, Jan. 1, 1936 to date. Report slips for overtime. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 408. (499)

34. TRANSMITTAL SHEETS RETURNED, Feb. 6, 1936 to date. Returned transmittal sheets, covering paid documents; numbered 1 to 884. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 10 bundles, 1 ft., in drawer of steel filing case. R. 408. (538)

35. WPA DISTRICTS, n.d. Form G. 6428, which designates all WPA Districts in the State of Arizona by numbers. (Daily, official.) 5 x 8 cards, 1 ft. 9 in., in drawer of steel card cabinet. R. 415. (530)

STATE DISBURSING OFFICE
Heard Bldg., 114 N. Central Ave.

The disbursing office for the State of Arizona was established July 1, 1935.

36. DISBURSEMENTS, July 1, 1935 to date. Schedule of all disbursements according to appropriation. Filed alphabetically. (Daily, official.) 10 x 12 folders, 3 ft. 6 in., in 4 drawers of steel filing case. R. 425. (849)

37. MISCELLANEOUS RECORDS, July 1, 1935 to date. Appropriations progress sheets, miscellaneous correspondence, replies to general accounting office, daily reports of checks drawn, reports of State Accounts Office, United States depositories and copies of general instructions. Filed alphabetically. (Daily, official.) 10 x 12 folders, 2 ft. 6 in., in 2 drawers of steel filing case. R. 425. (848)

38. PERSONNEL RECORDS, July 1935 to date. Records of office personnel and miscellaneous records of disbursements of the WPA. Filed alphabetically. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 426. (851)

39. CHECK COPIES, 1935 to date. Carbons of all checks issued. Filed by months. (Rarely, official.) 9 x 15 loose-leaf books, 28 ft., on wooden shelves. R. 425. (850)

40. COMPTROLLERS' DECISIONS, 1935 to date. Decisions of the Comptroller of the Treasurer on matters relating to WPA. Filed alphabetically. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. R. 426. (852)

41. CERTIFICATES OF DEPOSIT, 1936. Registered certificates of deposits of WPA and encumbrances. Filed alphabetically. (Daily, official.) 10 x 12 folders, 6 in., in drawer of steel filing case. R. 426. (853)

BUREAU OF CUSTOMSAJO

OFFICE OF DEPUTY COLLECTOR
Phelps-Dodge Bldg., Plaza and Talardo Sts.

This Subport was established in 1929 for the collection of customs on merchandise crossing the Mexican Border south of the mining town of Ajo. Reports are made to the Headquarters Port at Nogales.

42. CORRESPONDENCE, INSTRUCTIONS, AND PROPERTY RECORD, 1929 to date. Correspondence and instructions concerning accounting procedure, air-planes, buildings, compensating tax, Department of Agriculture, exports, gold, silver, beer, spirits and wine, imports, baggage, instructions from collector and the Department, copies of outgoing letters, pay rolls and vouchers, requisitions and property record cards, monthly reports, and forfeitures. Filed subjectively and numerically. (Frequently, official.) $8\frac{1}{2}$ x 11 loose sheets, 3 ft. 1 in., in drawers of wood and steel filing case. R. 11. (3)

43. DECLARATIONS AND SEIZURE RECORD, 1929 to date. Record of goods imported and of goods seized by customs inspectors and shipper's export declarations of shipments to foreign countries or noncontiguous territories of the United States. Filed numerically and chronologically. (Daily, official.) $8\frac{1}{2}$ x 10 loose sheets, 1 ft. 8 in., in drawer of wood and steel filing case, and in steel locker. R. 11. (5)

44. ENTRIES, 1929 to date. Form 5119A. Showing description of goods entered, quantity, value, rate, and duty charged. Filed numerically and chronologically. (Daily, official.) $5\frac{1}{2}$ x 9 and $8\frac{1}{2}$ x 11 vols. (2), 1 ft. 6 in., in steel locker. R. 11. (6)

45. FINANCE AND ACCOUNTS, 1929 to date. Record and schedule of collections billed on customs; special deposits and refunds, transfers, etc.; record of seizures destroyed or disposed of other than by sale and fines remitted; temporary head taxes and special deposits. (Monthly, official.) 9 x 12 loose-leaf books (5), 8 in., in steel locker. R. 11. (4)

DOUGLAS

OFFICE OF DEPUTY COLLECTOR
Inspection Bldg., International Ave.

The Subport of Douglas was established in 1901. It is housed in the

Inspection Building on the International Line. Copies of Export and Import Declarations are sent to the New York Bureau of Statistics and others to the Headquarters Port at Nogales. Most of its records prior to 1922 have either been sent to Nogales or destroyed under authority.

46. RECORD OF DRAWBACK ENTRIES AND DEBENTURES, July 22, 1913 - Mar. 11, 1932. Record of exports, manufactured from duty-paid foreign materials, subject to drawback or return of a high per cent of duty paid. Filed chronologically. (Occasionally, official.) $10\frac{1}{2}$ x 16 vol., 1 in., on shelf of steel and wooden cabinet. Office. (107)

47. CORRESPONDENCE RELATED TO OPERATION OF CUSTOMS LAWS, Oct. 1913 - Oct. 21, 1917; Oct. 1922 to date. Principally instructions to inspectors. Filed chronologically. (Daily, official.) 9 x 11 gum binder, 1 ft. 10 in., on shelf of wooden sectional filing case. R. 102. (113)

48. CORRESPONDENCE, June 21, 1915 to date. Letter press copies of correspondence with collector at Nogales and reports on assays of ores sent to assay office at Kansas City; periodical custom reports, seizures disposed of, applications for licenses for exporting of arms and munitions of war, permits to ship from Horticultural Board, requisitions (each fiscal year kept separate), correspondence in regard to aeroplanes, animals, bonded merchandise, monthly and quarterly reports, autos, contracts, purchase orders (copies), invoices, bills of lading, and correspondence covering purchase of supplies for United States Inspection Building, Douglas. Filed chronologically. 3 x 5 card index, 1 in. (Older files, never; later files, frequently; latest files, daily, official.) 10 x $12\frac{1}{2}$ vol., 8 x 11 bundles, and variously sized folders, 10 ft. 7 in., on shelf with wooden door, on shelf of wooden door, on shelf of wooden sectional cabinet, and 6 drawers of sectional steel filing case. Rs. 2-basement storage, office, and 102. (140, 63, 102, 114)

49. REPORTS, 1918 - 1921. Periodical reports and correspondence pertaining to reports, permits to ship, applications for license for exporting arms and ammunition, seizures disposed of, and requisitions. Filed chronologically. 3 x 5 card index, 1 in. (Rarely, official.) 9 x $11\frac{1}{2}$ folders, 1 ft. 10 in., in drawer of steel sectional filing case. Office. (68)

50. ENTRY BONDS AND CORRESPONDENCE, Jan. 1918 to date. Term entry, exportation, transportation, term, and single consumption bonds, security for payment of duty on shipments consisting of single or entire year's shipments. Filed alphabetically and chronologically. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ loose-leaf books, 5 in., on 5 shelves of steel supply cabinet. Office. (92)

51. NOTICE AND ACCOUNT OF FINES, PENALTIES, FORFEITURES, AND RECEIPTS, July 1920 - Apr. 1925; Apr. 6, 1929 - June 1932. Triplicate: original accompanies fine paid to cashier, and duplicate kept as receipt of payer. Filed chronologically. (Rarely, official.) 7 x 8 bundles, 3 in., on wooden shelf. R. 2-basement storage. (135)

52. HEAD TAX RECORD, July 1, 1921 - June 30, 1922. Record and sched-

ule of head tax collected. Filed chronologically. (Rarely, official.) 9 x 11½ bundles, 2 in., on closed wooden shelf. R. 2-basement storage. (155)

53. LIST OF INVOICES SENT TO COLLECTOR, Jan. 1921 - Dec. 1931. List of invoices sent by Consular Office in Agua Prieta to the collector at Douglas who certifies as to their correctness (triplicate). Filed chronologically. (Never.) 4 x 8 bundles, 1 ft. 2 in., on cement floor. R. 2-basement storage. (126)

54. CIRCULAR LETTERS AND CORRESPONDENCE WITH REFERENCE TO INSTRUCTIONS, June 14, 1921 to date. Instructions from the Bureau of Customs in Washington and from the Treasury Department, Office of Secretary, and an executive order from the office of the President. Filed chronologically. 3 x 5 card index, 3 in. (Frequently, official.) 9 x 10 loose-leaf books, 9 in., in drawer of sectional steel filing case. Office. (81)

55. DAILY RECORD AND STATEMENT OF COLLECTIONS, DEPOSITS, AND BALANCES, July 1921 - June 1926; July 1, 1931 to date. Originals sent to Nogales; also record and bulletin of duties collected on informal entries, July 1, 1932 - June 30, 1934. Filed chronologically. (Rarely, official.) 9 x 11½ bundles and loose-leaf books, 1 ft. 7 in., on closed wooden shelf and in cabinet. R. 2-basement storage and office. (137, 152, 95)

56. EMPLOYEES NO LONGER EMPLOYED, Oct. 22, 1922 - Dec. 31, 1931. Records of former local inspectors and other employees. Filed alphabetically. (Occasionally, official.) 9 x 11½ folders, 1½ in., in drawer of sectional steel filing case. Office. (84)

57. VALUES OF FOREIGN CURRENCIES, Jan. 1, 1922 - May 27, 1933. Daily circulars issued by Federal Reserve Bank for the Secretary of Treasury, dealing with conversion of foreign currency for the purpose of assessment and collection of duties on merchandise admitted into the United States; circulated by Customs Information Exchange. Filed chronologically. (Rarely, official.) 8 x 10½ bundles, 1 ft. 8 in., on closed wooden shelf. R. 2-basement storage. (132)

58. NOGALES CORRESPONDENCE, 1922 to date. Correspondence originating in office at Nogales relating to Customs Regulations and personnel. 3 x 5 card index. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of sectional steel filing case. R. 102. (115)

59. RECORD OF SEIZURES, July 1, 1922 to date. Daily record of receipt, delivery, and disposition of seized goods and of fines, penalties, and forfeitures. Filed chronologically. (Frequently, official.) 9 x 11½ loose-leaf books, 1½ in., on shelf of wood and steel sectional cabinet. Office. (100)

60. AUTOMOBILE CERTIFICATES, July 1923 - June 30, 1933. Form, 4447. For cars brought into United States for temporary stay; duplicates retained and originals returned when cars leave through port. Filed chronologically and numerically. (Never.) 8½ x 11 gum binder, 8 in., on wooden box and on concrete floor. Binders broken. R. 2-basement storage. (118)

61. RECORD AND BULLETIN OF DUTIES COLLECTED ON INFORMAL ENTRIES LIQUIDATED, Sept. 2, 1924 - June 23, 1928. Lists of free and of dutiable entries; originals of free entries are sent to Nogales and of the dutiable entries are sent to New Orleans via Nogales. Filed chronologically and numerically. (Never.) $8\frac{1}{2}$ x 11 bundles, 1 in., on cement floor. Edges torn. R. 2-basement storage. (128)
62. MONTHLY STATEMENT OF MERCHANDISE IMPORTED, Dec. 1924 - Feb. 1928. List of merchandise imported, District No. 26. Filed chronologically and by entry number. (Never.) $8\frac{1}{2}$ x 14 bundles, 5 in., on cement floor. R. 2-basement storage. (125)
63. MISCELLANEOUS CORRESPONDENCE, REPORTS, CIRCULARS, AND CONSUMPTION ENTRY PERMITS, Dec. 12, 1924 - Aug. 1935. Detention warrants, record and bulletin of duties collected, circulars, bulletin notices of entries, outstanding permits on automobiles and cars under temporary permits; the consumption entry is a special 6 months bond. Filed subjectively. (Occasionally, official.) 9 x $11\frac{1}{2}$ folders, bundles and loose leaves, 5 in., in drawer of steel filing case. Office. (88)
64. AUTOS AND TRUCKS EXPORTED, Jan. 1, 1925 - Nov. 10, 1933. Unauthorized record kept by the Deputy Inspector of Customs for personal use. (Never.) 10 x 16 bundles, 1 in., in drawer of sectional steel filing case. Office. (85)
65. APPREHENSION ORDERS AND FINGERPRINT CLASSIFICATION, May 1925 to date. Fingerprints and descriptions of persons to be apprehended and follow-up cards of people no longer wanted, with cancellation of previous orders, and related correspondence. Filed chronologically. (Occasionally, official.) Various sized loose leaves, 1 ft., in drawer of sectional steel filing case. Office. (90)
66. RECORD OF DUTIABLE CONSUMPTION ENTRIES AND LIQUIDATIONS, SALE OF SEIZURES AND FORMS, AND NIGHT AND HOLIDAY SERVICE, July 1, 1926 - June 30, 1928. Monthly report of estimated duties collected, record and schedule of special deposits on account of sale of seized goods, monthly record and schedule of night and holiday service of inspectors; originals sent to comptroller. Filed chronologically. (Rarely, official.) $8\frac{1}{2}$ x 11 bundles, 1 in., on closed wooden shelf. R. 2-basement storage. (144)
67. CONSUMPTION ENTRY PERMITS, NON-DUTIABLE INVOICES OF MERCHANDISE, AND INWARD MANIFESTS, July 1926 - July 1930. For concentrates from Mexico, machinery for repairs, etc.; liquidated report. Filed chronologically. (Never.) $8\frac{1}{2}$ x 11 bundles, 6 ft., on wooden box, on concrete floor. R. 2-basement storage. (121)
68. H. W. (LIQUIDATED WAREHOUSE) ENTRIES, July 1, 1926 - June 30, 1935. Warehouse entry, inward manifest of ore under 5 tons, warehouse permit, weight return and invoice, government and shipper's assay, and investigations and appraisals completed and records filed for possible future use. Filed chronologically. (Older files, never; later files, rarely, official.) $8\frac{1}{2}$ x 11 and 9 x $11\frac{1}{2}$ bundles, 3 ft. 2 in., on cement floor, on closed wooden shelf and in drawer of sectional steel filing case. R. 2-basement storage and office. (122, 131, 72)

69. RECORD AND SCHEDULE OF MISCELLANEOUS COLLECTIONS, July 1, 1926 - June 30, 1931. Free, dutiable, and bonded entries, record and schedule of head tax and special deposits, and daily record and statement of cash receipts and schedules. Filed chronologically. (Rarely, official.) $8\frac{1}{2}$ x 11 bundles, 1 ft. 2 in., on closed wooden shelf. R. 2-basement storage. (143)
70. CERTIFICATES OF DEPOSIT, CUSTOMS COLLECTIONS, July 1, 1926 - June 30, 1933. For collections on customs duties and tonnage deposited in bank to account of United States Treasurer. Triplicate held here. Bank has originals. Filed chronologically. (Never.) $3\frac{1}{2}$ x 8 bundles, 8 in., on closed wooden shelf. R. 2-basement storage. (142)
71. INWARD MANIFESTS, July 1, 1926 - June 30, 1929; July 1, 1930 to date. Manifests of vessels under 5 tons, mostly trucks and railroad cars. Filed chronologically. (Never.) 8 x $11\frac{1}{2}$ bundles, 1 ft. 5 in., on cement floor and in filing case. R. 2-basement storage and office. (123, 91)
72. SHIPPER'S EXPORT DECLARATIONS, Jan. 1, 1926 to date. Form 7525. For shipments to foreign countries or non-contiguous territories of United States; originals accompany shipment. Filed chronologically and numerically. (Never.) $8\frac{1}{2}$ x 11 bundles, 20 ft. 8 in., on wooden shelves and in filing case. R. 2-basement storage and office. (117, 153, 64)
73. TRANSPORTATION AND EXPORTATION AND NOTICES OF INTENT TO EXPORT MERCHANDISE WITH BENEFIT OF DRAWBACK, July 1, 1926 to date. Accounts of transportation of goods originating at other ports and leaving from this port, with notice of intent of drawback. Filed chronologically. (Never.) $8\frac{1}{2}$ x 11 bundles and folders, 6 ft. 3 in., on wooden box, on cement floor, on shelf, and in filing case. R. 2-basement storage and office. (120, 145, 74)
74. WAREHOUSE WITHDRAWAL FOR TRANSPORTATION AND PERMIT, July 1927 - June 1932. Duplicate permits for shipments of concentrates. Filed chronologically. (Seldom, official.) $8\frac{1}{2}$ x 11 bundles, 8 in., on closed wooden shelf. R. 2-basement storage. (130)
75. SPECIFICATIONS AND BLUE PRINTS OF UNITED STATES INSPECTION BUILDING, DOUGLAS, 1927 - 1933. Blue prints of building, approaches, proposed planting plan, etc. (copies). (Rarely, official.) 24 x 38 bundles and sheets, 6 in., in wooden map and blue print cabinet and on shelf. R. 104. (112)
76. BONDED WAREHOUSE AND STOREKEEPER LEDGER, July 1927 to date. Warehouse ledger sheets indicating amount of duty paid and date of liquidation of goods entered in bond for Smelting Warehouse, District 26, and schedule; originals are sent to Nogales. Filed chronologically. (Rarely, official.) 9 x $11\frac{1}{2}$ loose-leaf books, 7 in., on closed wooden shelf and sectional cabinet. R. 2-basement storage and office. (129, 96)
77. COMBINED ENTRY, MANIFEST, AND RECEIPT, July 1, 1927 to date. Used on trains, roads, bridges, ferries, docks, etc., when value does

not exceed \$100.00 and for collection of duties on crew baggage; made in triplicate; original sent to Nogales and duplicate to comptroller at New Orleans via Nogales. Filed chronologically. (Never.) $5\frac{1}{2}$ x $8\frac{1}{2}$ pads, 3 ft. 3 in., on wooden box on floor, on wooden shelves, and in steel cabinet. R. 2-basement storage and office. (119, 134, 94)

78. GOVERNMENT AND SMELTER COMPARATIVE STATEMENTS, Jan. 1, 1927 - Dec. 31, 1931; Sept. 1, 1934 to date. Comparison of assay of Mexican ores and concentrates furnished by smelters with assay made by Government Assay Office at Kansas City. (Occasionally, official.) 9 x $11\frac{1}{2}$ bundles, $3\frac{1}{2}$ in., on cement floor and in filing case. R. 2-basement storage and office. (127, 73)

79. ACCOUNT OF SERVICES OF CUSTOMS OFFICERS, Sept. 1, 1928 - Sept. 28, 1929. Triplicate retained; duplicate is receipt for payer and original is retained by cashier when payment is made for services rendered by inspectors for hours other than those scheduled. Filed chronologically. (Rarely, official.) 7 x 8 pads and loose leaves, 1 in., on closed wooden shelf. R. 2-basement storage. (136)

80. EXAMINER'S VALUE RECORD, GENERAL, June 12, 1928 - Feb. 19, 1930. Examiner's valuation on certain classes of imported manufactures. (Never.) 9 x 16 loose-leaf books, 1 in., on shelf of steel and wood sectional cabinet. Office. (110)

81. BILL AND RECEIPT STUB FOR MISCELLANEOUS COLLECTIONS, July 1928 - 1931. Filed chronologically. (Rarely, official.) 4 x 5 pads, 5 in., on closed wooden shelf. R. 2-basement storage. (154)

82. COMMERCE REPORTS, Mar. 1928 - Dec. 1931. Monthly statements, covering foreign and domestic merchandise exported and merchandise imported, furnished by Washington. Filed chronologically. (Never.) 9 x 14 loose-leaves, 6 in., in drawer of sectional steel filing case. Office. (83)

83. PERMITS, July 1, 1928 - June 30, 1931; July 1, 1935 to date. Application for certificate of registration of articles to be exported for repairs, personal use, touring, etc., theatrical effects, moving picture films, and travelers' samples and closed records as articles returned to United States. Filed chronologically. (Older files, inactive, rarely; later files, occasionally, official.) $8\frac{1}{2}$ x 11 bundles, 9 x $11\frac{1}{2}$ folders and $8\frac{1}{2}$ x 11 loose sheets, 1 ft., on cement floor, in 2 drawers of sectional steel filing case, and on closed wooden shelf. R. 2-basement storage and office. (124, 77, 150, 78)

84. LIQUIDATION AND DUTIABLE CONSUMPTION ENTRY RECORD, July 1, 1928 - June 30, 1933. Monthly report of estimated duties collected in District No. 26 and payments and refunds on consumption entries. Filed chronologically. (Rarely, official.) 9 x $11\frac{1}{2}$ loose-leaf books, 2 in., on 3 closed wooden shelves. R. 2-basement storage. (151)

85. TIME RECORD OF EMPLOYEES, Jan. 1, 1928 to date. Daily record of employees' time and pay roll. Filed by years. (Daily, official.)

5 x 8 cards, 2 in., in drawer of steel card cabinet. Office. (101)

86. VOUCHERS FOR REFUND OF SPECIAL DEPOSITS, Feb. 18, 1929 - May 12, 1935. Refunds of special deposits received from alien emigrants detained or in transit through United States and certain other aliens (duplicates). Originals forwarded monthly to Secretary of Labor, Commissioner General of Immigration. Filed chronologically. (Rarely, official.) 3½ x 9 perforated pads, 5 in., on closed wooden shelf. R. 2-basement storage. (139)

87. STOREKEEPER'S RECORD, July 1, 1929 - June 30, 1935. Storekeeper's record covering smelter transactions with warehouse, entries and permits, consumption entries, comparative assay statement, report of ore sample transactions and car weights. Filed numerically. (Rarely, official.) 8 x 11½ bundles, 10 in., on closed wooden shelf. R. 2-basement storage. (133)

88. RECORD OF ENTRANCES AND CLEARANCES OF VESSELS ENGAGED IN FOREIGN TRADE, Oct. 18, 1929 to date. Record of aircraft entering and departing. Filed chronologically. (Occasionally, official.) 10 x 14 vol., 1 in., on shelf of sectional wood and steel cabinet. Office. (108)

89. RECORD OF GOODS SENT TO GENERAL ORDER STORES, July 1, 1929 to date. Monthly report. Filed chronologically. (Frequently, official.) 9 x 11½ loose-leaf books, 1 in., on shelf of wood and steel cabinet. Office. (97)

90. BAGGAGE IN BOND, July 1, 1930 - June 30, 1931; July 1935 to date. Manifests of baggage in bond (duplicates); originals sent to Collector of Port of Destination, returnable to this office. Filed chronologically. (Rarely, official.) 8½ x 11 bundles and folders, 2 in., on closed wooden shelf and in filing case. R. 2-basement storage and office. (147, 76)

91. DUTIABLE CONSUMPTION ENTRIES, Apr. 1930 to date. Entries of imports on which customs duties are collectible. Filed chronologically. (Frequently, official.) 9 x 11½ folders, 10 in., in drawer of steel sectional filing case. Office. (69)

92. FREE CONSUMPTION ENTRIES, July 1, 1930 to date. Permits to be presented with export entries entering duty free accompanied by invoice and merchandise at purchase price. Filed chronologically. (Frequently, official.) 8½ x 11 bundles and 9 x 11½ folders, 7 ft. 7 in., on 5 closed wooden shelves and in filing case. R. 2-basement storage and office. (148, 65)

93. REPORT OF SEIZURES, July 1930 to date. Instructions concerning seizures and records of receipt and delivery of persons and contraband with the filing of complaint before the United States Commissioner. 3 x 5 card index, 1 in. (Daily, official.) 10 x 12 folders and bundles, 1 ft. 1 in., in drawer of sectional steel filing case. R. 102. (116)

94. CUSTOMS INFORMATION EXCHANGE CIRCULARS, July 1, 1931 to date.

Circulars issued periodically by Customs Information Exchange, defining the policy for customs inspection to follow in handling questionable matters relative to custom duties, etc. Filed chronologically. (Frequently, official.) 8 x 11 bundles and loose papers, 3 ft., on closed wooden shelf and in filing case. R. 2-basement storage and office. (141, 89)

95. CONSTRUCTION ENGINEER FILE AND INSTRUCTIONS TO CUSTODIAN, 1932 - 1933. Job photographs, blue prints, related correspondence, record of drawings, contracts and modifications and various reports pertaining to construction of United States Inspection Building at Douglas, Arizona. Filed subjectively. (Building files, rarely; instructions to custodian, frequently, official.) 9 x 11½ folders, 10 in., in drawer of sectional steel filing case. Office. (80)

96. SCHEDULE FOR CALENDAR YEARS OF ASSISTANT INSPECTORS AND RELATED CORRESPONDENCE, Jan. 1932 - Dec. 1935. Monthly report indicating assignment of duties to various inspectors and reports by inspectors covering number of autos and other vehicles, pedestrians, and check of gas in cars crossing at port. Filed chronologically. (Occasionally, official.) 9 x 11½ folders and bundles, 2 in., in drawer of steel filing case. Office. (87)

97. IMMEDIATE TRANSPORTATION, July 1, 1932 to date. Record of articles from Mexico entered for immediate transportation in bond to another designated point within the United States where future disposition is taken care of; original accompanies shipment to Customs Authority at destination where it is disposed of according to regulations. Filed chronologically. (Rarely, official.) 8½ x 11 bundles and folders, 2 ft. 3 in., on 2 closed wooden shelves and in filing case. R. 2-basement storage and office. (146, 79)

98. SCHEDULES A AND B CLASSIFICATION, Jan. 1, 1932 to date. Statistical classification of (A) imports and (B) domestic commodities exported and change of schedule bulletins. (Occasionally, official.) 10 x 12 and 8 x 12½ covers, loose-leaf books and bundles, 7 in., on shelf of sectional wood and steel cabinet. Office. (109)

99. RECORD AND SCHEDULE OF HEAD TAXES AND SPECIAL DEPOSIT HEAD TAXES, July 1, 1932 to date. Monthly record; formerly originals sent to Nogales. Filed chronologically. (Weekly, official.) 9 x 11½ loose-leaf books (2), 1 in., on shelf of sectional wood and steel cabinet. Office. (98)

100. STAMPS FOR IMPORTED WINES AND MALT LIQUORS, AND STUBS, Apr. 26 - 27, 1933; May 1, 1933. Serially numbered stubs of import duty stamps. (Rarely, official.) 9 x 10 perforated pads, 6 in., on closed wooden shelf. R. 2-basement storage. (138)

101. RECORD OF FURNITURE AND FIXTURES, Jan. 1, 1933 - June 30, 1935. Permanent record of furniture and fixtures, indicating date of purchase and cost. Filed by department headings. (Occasionally, official.) 14 x 17 vol., 1 in., on shelf of steel and wood sectional cabinet. Office. (103)

102. CUSTOMS SERVICE, June 10, 1933 - Mar. 27, 1936. Correspondence, circulars, and copies of reports. Filed chronologically. (Occasionally, official.) 9 x 11½ folders, 1 in., in drawer of sectional steel filing case. Office. (86)

103. REGISTER OF PUBLIC VOUCHERS, May 25, 1933 to date. Permanent record of vouchers covering purchase of equipment and supplies and of operating costs of Inspection Building. Filed chronologically. (Frequently, official.) 14 x 17 vol., 1 in., on shelf of steel and wood sectional cabinet. Office. (104)

104. DUTIABLE CONSUMPTION ENTRIES, July 1, 1934 - June 30, 1935. Entries of imports on which customs duties are collectible; invoice of purchased merchandise, weight, gauge or measure return, permit, etc. Filed numerically. (Rarely, official.) 8½ x 11 bundles, 4 in., on closed wooden shelf. R. 2-basement storage. (149)

105. BAGGAGE DECLARATION AND ENTRY, VALUATION \$25.00 OR MORE, Jan. 1, 1934 to date. Declaration and entry of dutiable and nondutiable personal, household, immigrants' and theatrical effects, books, tools of trade, effects of professional lectures, etc.; originals kept, except when articles do not accompany owner when sent to destination. Filed alphabetically. (Frequently, official.) 9 x 11½ bundles, 4 in., in drawer of sectional steel filing case. Office. (82)

106. DOCKET SHEETS AND CORRESPONDENCE, July 1, 1934 to date. Report of violations of Tariff Act of 1930, Section 593, and related correspondence, covering apprehension of persons violating act and final disposition of hearing before United States Commissioner. Filed chronologically. (Occasionally, official.) 9½ x 11½ loose-leaf books, ½ in., on shelf of steel supply cabinet. Office. (93)

107. LIQUIDATION AND DUTIABLE CONSUMPTION ENTRY RECORD AND RECORD AND SCHEDULE OF SPECIAL DEPOSITS, REFUNDS, TRANSFERS, ETC., July 1, 1934 to date. Monthly report of sale of seizures, unclaimed merchandise, and blanks, customs fines, internal revenue, night service, etc. (duplicates) Filed chronologically. (Weekly, official.) 9 x 11½ loose-leaf books, 1 in., on shelf of wood and steel sectional cabinet. Office. (99)

108. RECORD OF PASSENGERS WITH MERCHANDISE VALUED AT LESS THAN \$25.00, Aug. 1934 to date. Returning passengers with merchandise have baggage exemption up to \$25.00. Filed chronologically. (Daily, official.) 3 x 4 and 3 x 5 cards, 6 ft., in 6 drawers of wood and steel card cabinets. Office. (111)

109. SPECIAL SIX MONTH BOND ENTRIES, June 1934 to date. Entries shipped in under special 6 months bond and non-dutiable, such as automobiles and machinery for repairs which are returned within the 6 months period. Filed chronologically. (Occasionally, official.) 9 x 11½ folders, 1½ in., in drawer of steel sectional filing case. Office. (70)

110. STATEMENT, PAY ROLL OF CUSTODIAN EMPLOYEES, Feb. 1, 1934 to date. Made up every 15 days; originals sent to Disbursing Office in Los Angeles.

Filed chronologically. (Semi-monthly, official.) 8 x 11 envelopes, 1 in., in drawer of steel filing case. Office. (106)

111. H. W. (WAREHOUSE) APPRAISED, July 1, 1935 to date. Warehouse appraisal on ores and concentrates from Mexico which have been completed. Filed numerically. (Frequently, official.) 9 x 11½ folders, 11½ in., in drawer of sectional steel filing case. Office. (67)

112. STATEMENT, PAY ROLL OF EMPLOYEES, Oct. 15, 1935 to date. Made up every 15 days; originals sent to Disbursing Office in Los Angeles. Filed chronologically. (Semi-monthly, official.) 8 x 11 envelopes, 1 in., on shelf of steel and wood sectional filing cabinet. Office. (105)

113. TRANSPORTATION AND ENTRY, July 1, 1935 to date. Accounts of transportation of goods subject to Customs inspection entering at this port and exported from another port. Filed chronologically. (Frequently, official.) 9 x 11½ folders and bundles, 7 in., in drawer of sectional steel filing case. Office. (75)

114. UNAPPRAISED H. W. (WAREHOUSE) ENTRIES, Sept. 1935 to date. Unappraised and partially appraised warehouse entries. Filed chronologically. (Frequently, official.) 9 x 11½ folders, 1 ft., in drawer of sectional steel filing case. Office. (71)

115. WITHDRAWALS FOR TRANSPORTATION AND CONSUMPTION, July 1, 1935 to date. Record of goods withdrawn from warehouse for transportation and consumption. Filed chronologically. (Occasionally, official.) 9 x 11½ folders, 1 in., in drawer of sectional steel filing case. Office. (66)

CUSTOMS PATROL

Inspection Bldg., International Ave.

The Border Patrol, originally "Line Riders" and later "Mounted Customs Service", was established in Douglas in 1900. The Patrol Inspector reports to the Headquarters Port of Nogales.

116. REPORTS, June 1933 to date. On activities of Mounted Inspectors, furnished weekly to Nogales, Arizona. Filed chronologically. (Weekly, official.) 10 x 12 loose sheets, 6 in., in drawer of steel filing case. R. 205. (156)

117. REPORTS AND CORRESPONDENCE, Jan. 1935 to date. Daily reports and correspondence of Patrol Inspector and Assistant Patrol Inspectors, covering duties performed. Filed alphabetically. (Daily, official.) 10 x 12 folders, 8 in., in drawer of steel filing case. R. 205. (158)

118. DAILY RECORD OF OPERATION OF VEHICLES, June 1, 1936 to date. Monthly report of daily use of autos by patrolmen, mileage, gasoline

consumed and hours of service. (Daily, official.) 9 x 16 loose-leaf books, 1 in., in drawer of oak desk. R. 205. (157)

NACO

OFFICE OF DEPUTY COLLECTOR
Customs House

This Subport was established in 1901 at Bisbee, Arizona, and moved to Naco in 1904. It is under the jurisdiction of the Headquarters Port at Nogales. Records prior to 1930, with a few exceptions, have been destroyed on authority from Washington. At the time of survey, records were not well housed and somewhat dusty, but new filing equipment was expected. Naco is the port of entry for the Cananea Copper Mines in Sonora, Mexico.

119. GENERAL CORRESPONDENCE, 1917 to date. Departments of Justice, State, Agriculture, Labor, Internal Revenue Commission and Treasury, the Comptroller at New Orleans, and concerning property. Filed alphabetically. (Old files, rarely; later files, daily, official.) 9 x 12 bundles and folders, 3 ft. 3 in., on open wooden shelf and in drawer of wooden filing case. Seizure room and 1. (222, 238-240, 242-245, 247)

120. FREE CONSUMPTION ENTRIES, 1924 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (230)

121. REPORT OF SEIZURES, 1924 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 4 ft., on open wooden shelf. Seizure room. (217)

122. CONSTRUCTIVE WAREHOUSE ENTRIES, July 1, 1925 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (219)

123. TRANSPORTATION AND EXPORTATION ENTRIES, July 1, 1925 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (220)

124. SHIPPERS' EXPORT DECLARATIONS, 1925 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 16 ft., on 4 open wooden shelves. Seizure room. (216)

125. TEN DAY REPORTS, July 1, 1926 - June 30, 1930. Forms formerly made out monthly, quarterly, and yearly. Filed alphabetically. (Obsolete, rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (224)

126. COMBINED ENTRY, MANIFEST AND RECEIPT, 1926 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (229)

127. FOREIGN MANIFESTS, OUTWARD, 1926 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (214)

128. NOTICES OF FINES, PENALTIES, ETC., 1926 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (223)

129. DRAWBACK ENTRIES, Nov. 1927 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft. 6 in., on open wooden shelf. Seizure room. (215)

130. CIRCULAR LETTERS, 1927 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (226)

131. DUTIABLE CONSUMPTION ENTRIES, 1927 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (218)

132. GENERAL ORDER REPORT, 1927 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 6 in., on open wooden shelf. Seizure room. (213)

133. TRANSPORTATION AND EXPORTATION ENTRIES RECEIVED FROM OTHER PORTS, 1927 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (227)

134. CONSULAR INVOICES, 1928 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 3 ft., on open wooden shelf. Seizure room. (225)

135. IMMEDIATE TRANSPORTATION, July 1, 1930 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 3 ft., on open wooden shelf. Seizure room. (221)

136. DAILY LIST OF ABSENTEES, 1930 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (212)

137. PUBLIC VOUCHERS FOR PURCHASES OTHER THAN PERSONAL, 1930 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 2 ft., on open wooden shelf. Seizure room. (210)

138. AUTOMOBILE CERTIFICATES FOR TOURING, 1933 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 1 ft., on open wooden shelf. Seizure room. (228)

139. MANIFESTS OF VESSELS UNDER FIVE TONS, INWARD, 1933 to date. Filed alphabetically. (Rarely, official.) 9 x 12 bundles, 3 ft., on open wooden shelf. Seizure room. (211)

140. MOUNTED INSPECTOR DAILY REPORTS, 1933 to date. Filed alphabetically.

cally. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 1. (263)

141. DEPUTY COLLECTOR, 1934 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of wooden filing case. R. 1. (237)

142. AFFIDAVITS FOR FREE ENTRY, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (260)

143. APPRAISER'S INFORMATION, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (246)

144. AUTO RECORD OF CARS IMPORTED, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of wooden filing case. R. 1. (255)

145. BIDS AND CONTRACTS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (249)

146. CONSUMPTION ENTRIES, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R. 1. (233)

147. DAILY REPORT OF ABSENTEES, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (236)

148. DECLARATIONS OF ANIMALS AND BIRDS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (261)

149. DECLARATIONS OF FREE ENTRY, HOUSEHOLD EFFECTS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (262)

150. DISPOSITION OF SEIZURES, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (258)

151. DISTRICT CUSTOMS STATISTICS, 1935 to date. Statistics of ports under jurisdiction of Nogales. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (241)

152. GENERAL EXECUTIVE ORDERS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. R. 1. (252)

153. GOLD FILE, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (231)

154. INVOICES OF AMERICAN CONSULAR SERVICE, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 1. (254)
155. LIQUOR FILE, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (256)
156. MONTHLY REPORT OF IMPORTS AND EXPORTS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of wooden filing case. R. 1. (233)
157. MONTHLY STATEMENT OF GOLD AND SILVER, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (234)
158. PATENTS AND TRADE MARKS, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (232)
159. POSTMASTER NOTICES, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (259)
160. PROPERTY ISSUED TO EMPLOYEES, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (257)
161. REQUISITIONS FOR SUPPLIES, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (248)
162. SEIZURES DESTROYED MONTHLY, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R. 1. (250)
163. SEIZURE REPORT, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R. 1. (251)
164. TRANSPORTATION REQUESTS OF ENTRY AND MANIFEST OF GOODS SUBJECT TO INSPECTION, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. R. 1. (235)

NOGALES

OFFICE OF COLLECTOR

Post Office Bldg., Morley Ave., and Hudgin St.

Nogales was established as Headquarters Port for Collection District

26, Arizona, sometime prior to 1900. Practically all records prior to 1929 were destroyed under instructions. Some few records, considered to be of historical value, have been sent to Washington.

165. CORRESPONDENCE, 1890 to date. Filed numerically and chronologically. Indexed. (Consently, official.) 9 x 12 vols. (12), and 11 x 15 folders, 82 ft., in 24 drawers of wooden filing cases and on 2 open shelves. R. 211 and basement. (81)

166. TIME AND LEAVE REPORTS, 1913 - 1936. Time and leave records. Each employee in customs service has a card on which is recorded the number of days worked and leave per month. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 in., in 2 drawers of steel card cabinet. R. 207. (85)

167. SEIZURE RECORD, 1913 to date. Record of persons from whom goods were seized, containing a description of the person, articles seized, etc., and monthly vols. of fines, penalties, forfeitures, and disposition of seizures. The information posted in the ledgers is taken from the original seizure reports. 3 x 5 alphabetical card index, 3 ft. (Daily, official.) 9 x 12 vols. and bundles, 57 ft. 6 in., in 5 drawers of wooden filing cases and on 10 open wooden and 3 closed steel shelves. R. 207 and basement. (83)

168. FINANCIAL REPORTS, 1914 - 1936. Checks, vouchers, pay rolls, correspondence, refunds, and Department of Labor deposits. Filed subjectively and chronologically. (Daily, official.) 9 x 12 folders, 13 ft. in 15 drawers of wooden filing cases and on wooden shelf. R. 201. (88)

169. COMPTROLLER GENERAL, PERSONNEL, 1918 - 1936. General regulations, employees' changes of stations, salary increases, etc. Filed according to subject. (Daily, official.) 8 x 10 folders, 2 in., in drawer of wooden filing case. R. 201. (89)

170. DISBURSEMENTS, 1919 - 1936. Disbursements for Customs and Labor Special deposits, head taxes, sales of seized merchandise, schedule of certificates of deposits, monthly reports of transactions and daily record and statement of deposits and balances of the Arizona customs district. Filed according to subject. (Daily, official.) 9 x 12 folders, 5 ft., in 3 drawers of wooden filing case. R. 201. (87)

171. IMPORT ENTRIES WITH PROTESTS AND APPEALS, 1920 to date. Dutiable, showing duty paid, dating from 1923; free consumption, showing merchandise free of duty; and bonded and warehouse records from 1920. (Daily, official.) 12 x 15 vols. (4), and 9 x 12 folders, 134 ft., in 31 drawers of wooden filing cases, on 4 closed steel and 6 open wooden shelves. R. 207 and storage room. (82)

172. STATISTICAL REPORT, 1927 to date. Export declarations and all statistics connected with customs office. Filed chronologically by fiscal years. (Daily, official.) 9 x 12 folders and bundles, 65 ft. 6 in.,

in 12 drawers of wooden filing cases, on 3 open wooden and 3 closed steel shelves. R. 207 and basement. (84)

173. COLLECTION RECEIPTS AND SCHEDULES, 1933 - 1936. Filed according to subject. (Frequently, official.) 12 x 15 envelopes, 1 ft., in drawer of wooden filing case. R. 201. (90)

CUSTOMS PATROL

Post Office Bldg., Morley Ave. and Hudgin St.

This Patrol was established in 1900.

174. INVESTIGATIONS, 1914 to date. Auditing Collector's accounts, drawback, dumping, market value, marking, personnel, petitions for remission, port examination, customs procedure, smuggling diamonds and jewelry, liquor, narcotics, etc.; undervaluation, classification, brokers' licenses, etc.; violations Section 459, Tariff Act, uncanceled automobile permits and miscellaneous. Filed alphabetically by subject, and numerically by personal name. Alphabetical card index. (Daily, official.) 11 x 15 folders, 20 ft., in 10 drawers of steel filing case. R. 213. (86)

175. DAILY REPORTS, 1919 to date. Brief resume of the day's work of individual patrolmen. Each of the Ports of Entry in Arizona send their daily records to Nogales. One vol. in which daily reports are posted. Filed alphabetically by personal name. (Daily, official.) 11 x 15 vols., folders, and bundles, 12 ft., in 3 drawers of wooden filing case, on open wooden shelf and closed steel shelf. R. 217 and basement. (78)

176. CORRESPONDENCE, 1933 - 1936. Correspondence and instructions. Filed subjectively and chronologically. (Seldom, official.) 11 x 15 folders, 2 ft., in drawer of wooden filing case. R. 217. (79)

177. LOOKOUT NOTICES, n.d. Individual printed cards from Department of Justice, with descriptions, fingerprints, etc., of persons wanted. (Daily, official.) 8 x 10 loose-leaf books, 1 ft., on wooden shelf. R. 217. (80)

SAN LUIS

OFFICE OF DEPUTY COLLECTOR

Inspection Station Bldg.

The Subport of Entry at San Luis was established May 9, 1930, when the Customs Station was removed to that point from Yuma. A port of entry was established at Yuma in 1873, and existed until 1918, when it became a Customs Station under the Chief Inspector. Records of these earlier

agencies were burned in 1918 under direction of the Collector. An inventory of the destroyed records is appended to the agency report. These were disorderly. The surveyors catalogued the records into orderly filing system.

178. CORRESPONDENCE, 1926 to date. Correspondence regarding lottery tickets, accounts, appraisals, bonds, brokers, contracts, countervailing rates of duty, entries, embargoes, personnel files, fines, penalties, forfeitures, orders, gold regulations, government property, liquor regulations prohibited merchandise, etc; and inventory of furniture in Inspection Station Building. 3 x 5 alphabetical card index. (Occasionally, official.) 8½ x 11 sheets and 10 x 11 cards, 3 ft. 7 in., in 2 drawers of wood and steel filing case. Customs office. (3)

179. BLUE PRINTS, Apr. 19, 1927. Blue prints of the Inspection Station Building. (Never.) Various sized blue prints, on wooden bench Basement supply room. (6)

180. FINANCE AND ACCOUNTS, 1929 to date. Records of all cash transactions, duty collected, liquidations, etc.; also Yuma voucher ledger, 1914 to date, kept with other cash books. Recorded chronologically. (Daily, official.) Various sized binders (9), 1 ft. 6 in., in steel roller book container of Globe filing case. Customs office. (4)

181. ENTRIES, May 9, 1930. Description of the goods entered, quantity, value, rate, and duty charged. Filed numerically and chronologically. (Daily, official.) Various sized vols., loose sheets and note books, 4 ft. 9 in., in 3 drawers of wood and steel filing case. Customs office and basement supply room. (7)

182. EXPORT DECLARATION AND SEIZURES, May 9, 1930 to date. Shippers' export declarations of shipments to foreign countries or noncontiguous territories of the United States. An old book with a few certificates of exportation dating from 1905 to 1914 was found in the basement storeroom. Filed numerically and chronologically. (Daily, official.) 8½ x 11 forms, 1 ft., in 2 drawers of wood and steel filing case. Customs office and basement supply room. (5)

SASABE

OFFICE OF DEPUTY COLLECTOR Customs House

The Subport of Entry of Sasabe, on the Mexican Border southwest of Tucson, was created in May 1931. A wagon road leads south to the Altar Valley of Sonora and the Gulf of California, and there is a considerable volume of exports and imports by truck. The office is the front room of an ancient adobe house, the balance of the house being used as a residence

183. CUSTOMS INFORMATION EXCHANGE, May 1931 to date. Export declara-

tions, entries, seizures, etc. (Frequently, official.) 11 x 15 folders, 6 ft., in 3 drawers of steel filing case. Collector's office.
(1)

184. DIGEST AND INDEX TO DECISIONS AND RULINGS, May 1931 to date. (Frequently, official.) 4 x 10 loose-leaf books, 1 in., on top of filing case. Collector's office. (2)

185. RECORD OF SEIZURES, ETC., May 1931 to date. Daily record of seizures, general orders, informal entries, consumption entries, customs fines, customs fees and sale of blanks, head taxes, dutiable consumptive entries, night and overtime services, seizures, etc. (Daily, official.) 11 x 12 loose-leaf books, 1 ft., in drawer of steel filing case. Collector's office. (3)

The office of the collector for the District of Arizona was established February 1, 1925. Older records are stored in the basement until authority is received from Washington for their destruction. Current records are well indexed and in excellent condition.

186. WARRANTS, 1907 to date. Warrants for distraint, 1917 to date (12 vols.); conditional warrants, 1924 to date; warrants for distraint, 1925 to date; liquor warrants and those for collection of taxes, 1926; Form 55, uncollected warrants, 1928 to date; old Form 55, had accounts section, 1929 to date; warrant card records, 1927 - 1929; warrants for distraint, current and paid, 1930 to date; and warrants for distraint and arrest, prior to 1925. (Daily, official.) 9 x 12 folders and 3 x 5 cards, 10 ft., 10 in., in 3 drawers of steel and 7 drawers of wooden filing cases. R. 125. (1931)

187. PERSONNEL RECORDS, 1914 to date. Payroll personnel records, 1914 to date; monthly records of employees, 1915 to date; record of salaries and expenses, 1921 to date; and inner office ledger, 1927 to date. (Daily, official.) 9 x 12 folders and 3 x 5 cards, 4 ft., 3 in., in 3 drawers of wooden filing case and 12 card filing case on table. R. 125. (1931)

188. TAXES, 1917 to date. Record of refunds, offers and compromises, correspondence, tax returns, income tax investigations, paid and delinquent taxes, tax on capital stock, record of taxpayers filing returns, returns on gifts and estates, safety deposit boxes and dues, income tax returns for the year, district transfer accounts, and record of taxpayers in district. See accounts for dates. (Daily, official.) 9 x 12 folders and 3 x 5 cards, 10 ft., in 25 drawers of steel and 50 drawers of wooden filing cases. R. 125. (1934)

189. RECEIPTS, 1919 to date. Control ledger record of Internal Revenue and special deposits. (Daily, official.) 12 x 16 vols., 1 ft., on desk. R. 125. (1934)

190. RECORD OF COLLECTIONS, 1919 to date. Form 125. (Daily, official.) 14 x 16 vols., 4 in., on desk. R. 125. (1934)

BUREAU OF INTERNAL REVENUEPHOENIX

ACCOUNTS AND COLLECTIONS UNIT

Industrial Bldg., 140 S. Central Ave.

The office of the collector for the District of Arizona was established February 1, 1920. Older records are stored in the basement until authority is received from Washington for their destruction. Current records are well housed and in excellent condition.

186. WARRANTS, 1903 to date. Warrants for distraint, 1917 to date (closed); condensing warrants, 1932 to date; warrants for distraint, 1928 to date; liquor warrants and liens for collection of taxes, 1936; Form 53, uncollected warrants, 1925 to date; old Form 53, bad accounts section, 1903 to date; warrant card records, 1927 - 1937; warrants for distraint, current and paid, 1930 to date; and warrants for distraint and arrest, prior to 1930. (Daily, official.) 9 x 12 folders and 3 x 5 cards, 10 ft. 10 in., in 2 drawers of steel and 7 drawers of wooden filing cases. R. 128. (286)

187. PERSONNEL RECORDS, 1916 to date. Former personnel records, 1916 to date; monthly records of employees, 1918 to date; record of salaries and expenses, 1921 to date; and inner office transfer, 1927 to date. (Daily, official.) 9 x 12 folders and 5 x 8 cards, 4 ft. 3 in., in 2 drawers of wooden filing case and in card filing case on table. R. 128. (291)

188. TAXES, 1917 to date. Record of refunds, offers and compromises, correspondence, tax returns, income tax investigations, paid and delinquent taxes, tax on capital stock, record of taxpayers filing returns, returns on gifts and estates, safety deposit boxes and dues, income tax returns for the year, district transfer accounts, and record of taxpayers in district. See addenda for dates. (Daily, official.) 9 x 12 folders and 5 x 8 cards, 98 ft., in 23 drawers of steel and 39 drawers of wooden filing cases. R. 128. (284)

189. LEDGERS, 1919 to date. Control ledger record of Internal Revenue and special deposits. (Daily, official.) 12 x 18 vols., 1 ft., on desk. R. 128. (294)

190. RECORD OF COLLECTIONS, 1919 to date. Form 122. (Daily, official.) 14 x 18 vols., 4 in., on desk. R. 128. (302)

191. RECORD OF SPECIAL DEPOSITS, Feb. 1, 1920 to date. Forms 8 and 9, records of special deposits, 1927 to date; Form 163, cigar stamp record for registrants and bonds, 1925 to date; corporation card record lists, Feb. 1, 1920; liquor card record for checking on delinquents, 1935 - 1936; Form 427, order for stamps, July 1, 1934 to date; Forms 7 and 428, order for fermented liquor stamps, Jan. 1934 to date; and record cards on oleomargarine (public record), Jan. 1935 - 1937. (Daily, official.) Various sized bundles and cards, 16 ft., in 8 drawers of wooden filing cases. R. 128. (292)

192. ABSTRACT OF COLLECTIONS, 1921 to date. Form 22, copies of telegrams, abstracts, miscellaneous correspondence, and office procedure. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 128. (301)

193. DISBURSING ACCOUNT AND VOUCHERS, 1921 to date. Vouchers and schedules, bids and proposals, current and closed transfers and vouchers. (Daily, official.) 4 x 9 cards and 9 x 12 folders, 7 ft., in 3 drawers of wooden filing case. R. 128. (289)

194. MISCELLANEOUS INVENTORIES, 1921 to date. Transfers, records of freight bills, etc. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 128. (300)

195. LIENS, 1925 to date. Liens and record of liens filed on property for collection of taxes. (Daily, official.) 4 x 8 bundles and 3 x 5 cards, 1 ft. 6 in., in drawer of wooden card cabinet and in drawer. R. 128. (293)

196. NARCOTICS, 1925 to date. Forms 678 and 678A, returns filed by narcotic registrants, 1930 - 1937; Form 10, public file on narcotic registrants of Arizona, 1925 to date; narcotic requisitions used by doctors and druggists, 1927 to date; and narcotic inventories filed by doctors, druggists, and manufacturers, 1930 - 1937. (Daily, official.) 3 x 5 and 5 x 8 cards, and 9 x 12 folders, 18 ft. 3 in., in 11 drawers of wooden filing cases. R. 128. (287)

197. TAX FORMS, 1925 to date. Forms 1040, 1040A, 1041, 1065, 1048A, and 1099; records giving information regarding taxes such as: taxes not required, 1931 to date; income tax report, 1925 to date; no returns for no tax paid, 1932; taxable returns for no tax paid, 1932; taxable returns, 1932 to date; current tax returns, 1935; income tax investigation, 1927 to date; tax returns, 1931 - 1932, 1934 to date; no tax returns where no tax is required, 1933; and correspondence, 1932 to date. (Daily, official.) 9 x 12 folders and envelopes, and 5 x 8 cards, 42 ft., in 14 drawers of steel and 9 drawers of wooden filing cases. R. 128. (283)

198. PROCESSING TAX, 1927 - 1936. Returns filed by taxpayer, July 1933 - Jan. 1936; claims and warrants, lien cards, bureau rulings and correspondence, July 1933 - Jan. 1936; record of every taxpayer in this district, July 1933 - Jan. 1936; and Form 889, processing tax schedule, 1927 to date. (Daily, official.) 5 x 8 cards and 9 x 12 folders,

14 ft. 6 in., in 9 drawers of wooden filing cases. R. 128. (285)

199. OFFERS IN COMPROMISE, 1927 to date. Liquor offers in compromise, licenses rejected and accepted; miscellaneous offers and compromise warrants (closed); and offers in compromise, liquor and miscellaneous, and to settle debts made by delinquents. (Daily, official.) 9 x 12 folders and 3 x 5 cards, 3 ft., in drawer of wooden card cabinet, and 4 drawers of wooden filing case. R. 128. (288)

200. CORRESPONDENCE, 1929 to date. Correspondence of field officers, on taxes, to and from taxpayers, with commissioners, bankruptcy and bonding, inter-office, on violations and issuances of stamps, liquor and taxes, narcotic reports and correspondence, and correspondence on regulations. See addenda for dates. (Daily, official.) 9 x 12 folders, 31 ft., in 15 drawers of wooden and 10 drawers of steel filing cases. R. 128. (290)

201. DEPUTIES' REPORTS, 1929 to date. Form 795, daily reports, 1929 to date; Form 649A, investigations (closed file), 1925 - 1928; and Form 807, delinquent reports of deputy collectors, 1934 - 1936. (Daily, official.) 9 x 12 folders and 5 x 7 cards, 14 ft. 3 in., in drawer of steel and 8 drawers of wooden filing cases. R. 128. (295)

202. REPUDIATION OF INVESTIGATION BY AGENTS, 1930 to date. (Daily, official.) 14 x 21 vols., 3 ft., on file cabinet. R. 128. (298)

203. REPORTS, 1933 - 1934. Field reports; correspondence of field deputies, commissioner, and collectors. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 128. (304)

204. CAPITAL STOCK, 1933 to date. Reports of deputies as to whether stocks should be investigated. (Daily, official.) 3 x 5 cards, 9 in., in drawer of wooden filing case. R. 128. (296)

205. CAPITAL STOCK RECORD, 1933 to date. Record of assessable capital stock of corporations. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of wooden filing case. R. 128. (303)

206. POST CARD RECEIPTS, 1935 to date. Sent out by Treasury Department to liquor dealers and must be returned to this office. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of wooden filing case. R. 128. (297)

207. INVESTIGATIONS, 1936. Data from other districts to field divisions. (Daily, official.) 5 x 5 cards, 4 in., in drawer of wooden filing case. R. 128. (299)

ALCOHOL TAX UNIT

OFFICE OF INVESTIGATOR IN CHARGE

(A) Security Bldg., 236 N. Central Ave.

(B) Industrial Congress Bldg., 124 S. Central Ave.

The enforcement section and the bonded accounts section of the Alcohol Tax Unit were established respectively August 1 and May 6, 1934, both sections succeeding the Prohibition Enforcement Unit Office. The earlier files of the former section date in the prohibition era. Jurisdiction is coextensive with that of the Phoenix division of the United States Court for the district of Arizona.

Enforcement Section

208. PROHIBITION RECORD, 1922 to date. Criminal case records of violators of Prohibition and Internal Revenue Laws. Filed alphabetically. (Daily, official.) 5 x 8 cards, 7 ft. 6 in., in 8 drawers of wooden filing cases. R. 703 (Bldg. A). (440)

209. CASES CLOSED, 1933 to date. Cases settled in court. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of wooden filing case. R. 704 (Bldg. A). (436)

210. REGULATIONS AND ORDERS, 1933 to date. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1 in., in drawer of wooden filing case. R. 704 (Bldg. A). (435)

211. CLOSED FILE, Sept. 1934 - June 1935. Bills paid, daily report of activities, and correspondence. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 704 (Bldg. A). (434)

212. CORRESPONDENCE, July 1934 to date. Correspondence and general instructions on pending and closed cases involving violations. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. R. 704 (Bldg. A). (437)

213. PENDING CASE REPORTS AND CORRESPONDENCE, July 1934 to date. Cases pending in court. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. R. 704 (Bldg. A). (438)

214. ADDRESSES OF VIOLATORS, 1934 to date. Form 1506A. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 in., in drawer of wooden filing case. R. 704 (Bldg. A). (431)

215. CASE RECORDS, 1934 to date. Pending and closed Internal Revenue cases. Filed alphabetically. (Daily, official.) 3 x 5 cards, 6 in., in drawer of wooden filing case. R. 704 (Bldg. A). (439)

216. REPORTS OF INVESTIGATORS, 1934 to date. Daily reports of investigators filed under the name of the investigator. (Daily, official.) 9 x 12 folders, 2 ft., in 4 drawers of wooden filing case. R. 704 (Bldg. A). (432)

217. TRANSFERRED INVESTIGATORS, 1934 to date. Records of investigators who have been transferred to other districts. (Daily, official.) 9 x 12 folders, 9 in., in drawer of wooden filing case. R. 704 (Bldg. A). (433)

Bonded Accounts Section

218. LOCKS AND SEALS, May 6, 1934 to date. Daily report on materials on hand summarized at the end of the month. (Daily, official.) 8 x 11 sheets, $\frac{1}{2}$ in., on shelf of steel cabinet. Main room (Bldg. B). (1563)

219. ORDERS FOR STRIP STAMPS, May 6, 1934 to date. Written orders from storekeeper for stamps for bottled liquors. (Frequently, official.) 5 x 8 sheets, 1 in., on shelf in steel cabinet. Main room (Bldg. B). (1564)

220. REQUISITION AND RECEIPT FOR STRIP STAMPS, May 6, 1934 to date. Orders for stamps used on all bottles. (Daily, official.) 8 x 11 sheets, $1\frac{1}{2}$ in., on shelf of steel cabinet. Main room (Bldg. B). (1562)

221. SUMMARY OF RECTIFIED SPIRITS, May 6, 1934 to date. Form 439, reports on quantities and kinds of spirits used in the process of mixing liquors. (Daily, official.) 8 x 11 sheets, $\frac{1}{2}$ in., on shelf of steel cabinet. Main room (Bldg. B). (1560)

222. REPORT ON STRIP STAMPS, May 16, 1934 to date. Form 182, daily sheets showing number of stamps used and a summary showing total for the month. (Frequently, official.) 11 x 16 sheets, $\frac{1}{2}$ in., on shelf of locked steel cabinet. Main room (Bldg. B). (1561)

PRESCOTT

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

This office was established in 1913 to serve the northern part of Arizona. It acts as a zone office for the Phoenix headquarters office. The deputy in charge is in the field a large part of his time and the office is closed during his absence. Closed files are returned to the district office in Phoenix for permanent filing.

223. LETTERS AND INSTRUCTIONS FROM HEADQUARTERS, Aug. 1933 - Mar. 1934. (Daily, official.) $8\frac{1}{2}$ x $11\frac{1}{2}$ folders, $\frac{1}{2}$ in., in drawer of steel filing cabinet. R. 201. (173)

224. DAILY REPORT OF FIELD DEPUTY COLLECTORS, May 1935 to date. (Duplicate). (Daily, official.) $8\frac{1}{2}$ x $11\frac{1}{2}$ folders, 4 in., in drawer of steel filing case. R. 201. (174)

225. MONTHLY REPORT, July 1935 to date. Miscellaneous tax returns, investigations received from Phoenix office, amount collected and disposed of, and recapitulation. (Daily, official.) 9 x 11 folders, 2 in., in drawer of steel filing cabinet. R. 201. (171)

226. OBSOLETE MONTHLY REPORT, n.d. Kept in the office for lack of instructions as to their disposal. (Dead file, never.) 9 x 12 folders, 2 in., in drawer of steel filing cabinet. R. 201. (172)

TUCSON

ACCOUNTS AND COLLECTIONS UNIT OFFICE OF DEPUTY COLLECTOR Post Office Bldg., Scott and Broadway

This office was established to serve the southern part of Arizona. Records are filed here only temporarily, while being handled by the deputy collector, and are forwarded to the district office in Phoenix as the matters to which they refer are disposed of.

227. FILLED FORMS, 1932 to date. Form 807, memos, deporting aliens, offers in compromise, and memos on travel. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 216. (970)

228. INDEX, 1934 to date. Index of people who pay income tax. Filed alphabetically. (Occasionally, official.) 2 x 4 cards, 7 ft., in 2 drawers of wooden filing case. R. 216. (971)

229. CORRESPONDENCE, Jan. 1936 to date. (Occasionally, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 216. (972)

230. MIMEOGRAPHS, n.d. Monthly summary of work, gift and estate taxes, etc. (Occasionally, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 216. (975)

ALCOHOL TAX UNIT OFFICE OF INVESTIGATOR IN CHARGE Federal Bldg., Scott and Broadway

The field office of the Alcohol Tax Unit in Tucson was established as the Alcohol Beverage Unit of the Bureau of Prohibition in 1930 and transferred to the Alcohol Tax Unit in 1934. It covers the southern counties comprising the Tucson division of the United States District Court.

231. CORRESPONDENCE, 1931 to date. Letters of instruction and general orders for guidance of the investigators and personnel,

correspondence on seized automobiles, destruction of stills, fingerprints, sugar sales, etc. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 416. (664)

232. DAILY REPORT OF ACTIVITIES, 1931 to date. Copies of daily report to district supervisor, showing investigators' activities. (Daily, official.) 9 x 12 folders, 9 in., in drawer of steel filing case. R. 416. (666)

233. REPORTS ON CLOSED CASES, 1931 to date. Complete information on cases that are closed and disposed of. (Occasionally, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 416. (665)

234. REPORT ON DISPOSITION OF CLOSED CASES, 1931 to date. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 416. (668)

235. REPORTS ON PENDING CASES, 1931 to date. Complete information on cases that are pending for trial. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 416. (667)

236. CORRESPONDENCE COURSE, 1932 to date. Correspondence course pertaining to liquor law enforcement, etc., and manual of instructions for investigators. (Daily, official.) 8 x 10-3/4 loose-leaf binders, 2 in., in drawer of steel filing case. R. 416. (663)

BUREAU OF NARCOTICSPHOENIX

DISTRICT 3

OFFICE OF NARCOTIC AGENT

Federal Bldg., N. 1st Ave. and W. Van Buren St

The office of the Narcotic Agent for the State of Arizona was established in 1912. Files are either sent to District Headquarters in Denver or taken by the agent in charge to his new post when a transfer of agents is made.

237. CORRESPONDENCE, REPORTS, AND BULLETINS, 1929 to date. Filed numerically. (Daily, confidential.) 12 x 16 envelopes, 5 ft., in 2 drawers of steel filing case. R. 250. (281)

238. EVIDENCE AND CASES PENDING, Mar. 26, 1935 to date. (Daily, confidential.) 6 x 10 envelopes, 1 ft., in steel safe. R. 250. (282)

239. VISITORS, 1900 to date. Monthly vouchers of postal service in Nogales. Alphabetically listed. (Frequently, official.) 14 x 15 1/2 in., 3 in., in drawer of wooden filing case. R. 207. (283)

240. BLUE PRINTS FOR FEDERAL BUILDING, 1904 to date. (Building prints, never; prints of the grounds, frequently, official.) Various sized blue prints, 3 in., in table drawer. R. 207. (284)

PROCUREMENT DIVISIONNOGALES

OFFICE OF THE CUSTODIAN
Post Office Bldg., Morley Ave. and Hudgin St.

This office of District 26 was established about 1924 to care for the Post Office and other government buildings and property in Nogales and other Ports of Entry in Arizona.

239. GENERAL FILE, 1930 to date. For the five different Ports of Entry. Each port's records contain correspondence, supply contracts, personnel records, vouchers, pay rolls, etc., of custodians of buildings; earliest records are of the two Garitas in Nogales, dated 1930, San Luis 1931, Douglas 1933, Naco 1934, Nogales Immigration Inspection Building 1936. Filed alphabetically and chronologically. (Daily, official.) 9 x 12 and 14 x 19 vols. and folders, 4 ft. 6 in., in 2 drawers of wooden filing case. R. 207. (67)

240. VOUCHERS, 1930 to date. Monthly vouchers of custodian service in Nogales. Alphabetically listed. (Frequently, official.) 14 x 19 vol., 3 in., in drawer of wooden filing case. R. 207. (69)

241. BLUE PRINTS FOR FEDERAL BUILDING, 1934 to date. (Building prints, never; prints of the grounds, frequently, official.) Various sized blue prints, 3 in., in table drawer. R. 207. (68)

237. PERSONNEL RECORDS, July 11, 1933 to date. Record of almost salary payments, and services of employees. (Daily, confidential.) 8 x 5 cards, 2 in., in 4 drawers of steel card cabinet. R. 201. (65)

238. PERSONNEL SERVICE REPORTS, July 11, 1933 to date. Reports and record of each employee, containing application, examination, appointment, personal correspondence, last place of employment, and complete record of each employee of State Procurement Office. The envelope for each employee is sealed but opened to add personal letters or anything pertaining to the employee; a notation is made on the envelope. (Daily, confidential.) 9 x 14 envelopes, 1 ft. 6 in. in drawer of steel filing case. R. 201. (66)

239. PERSONNEL SERVICE REPORTS, July 11, 1933 to date. Daily time sheets, reports of changes, daily list of absences, inventory form 1270, annual report of changes, progress report on gain or loss

PHOENIXSTATE PROCUREMENT OFFICE
Heard Bldg., 114 N. Central Ave.

The Procurement Office for the State of Arizona was established July 11, 1935.

242. CONTRACT REGISTERS, July 11, 1935 to date. Record of contracts, giving date, number of items awarded, purchase order number, requisitioning office or officer, name of contractor, etc. (Daily, official.) 9 x 14 loose-leaf books, 1 in., in drawer of wooden desk. R. 402. (856)

243. CONTROL ACCOUNT, July 11, 1935 to date. Ledger sheets and authorizations covering appropriations to State Procurement Office, alone, with reports on commitments and disbursements against such appropriations. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 504. (871)

244. CORRESPONDENCE, July 11, 1935 to date. Copies and original letters received covering all business associated with this office and persons concerned. Filed alphabetically by name and subject. (Daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing cases. R. 505. (878)

245. INDEX TO DEALERS, July 11, 1935 to date. Name and address of companies handling different items requisitioned on projects. Filed by item subject. (Daily, official.) $1\frac{1}{2}$ x 4 cards, 2 in., in 2 drawers of steel card cabinet. R. 403. (859)

246. PERSONNEL SECTION PAY ROLLS, July 11, 1935 to date. Copies of pay rolls of personnel and receipts by employee. (Semi-monthly, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 501. (861)

247. PERSONNEL RECORD, July 11, 1935 to date. Record of absences, salary payments, and service of employees. (Daily, confidential.) 3 x 5 cards, 2 in., in 3 drawers of steel card cabinets. R. 501. (862)

248. PERSONNEL SECTION ARCHIVES, July 11, 1935 to date. Reports and record of each employee, containing application, nomination, appointment, personal correspondence, last place of employment, and complete record of each employee of State Procurement Office. The envelope for each employee is sealed but opened to add personal letters or anything pertaining to the employee; a notation is made on the envelope. (Seldom, confidential.) 9 x 12 envelopes, 1 ft. 6 in., in drawer of steel filing case. R. 501. (860)

249. PERSONNEL SECTION REPORTS, July 11, 1935 to date. Daily time sheets, reports of absence, daily list of absentees, inventory Form 1600, annual report of absence, progress report on gain or loss

of personnel, and copies of correspondence regarding personnel. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 501. (865)

250. REQUISITIONS, July 11, 1935 to date. Requisitions for supplies by the state offices. Filed numerically. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 504. (872)

251. REQUISITION REGISTERS, July 11, 1935 to date. Record of requisitions, giving requisition number, project number, dates, articles or services, and estimated costs. (Daily, official.) 9 x 14 $\frac{1}{2}$ and 10 x 12 loose-leaf books, 3 in., on desk. R. 502. (866)

252. ABSTRACT OF BIDS, July 16, 1935 to date. Chronological running file record of successful bidders for supplies used on WPA projects. (Daily, official, public.) 11 $\frac{1}{2}$ x 18 loose-leaf books, 3 in., on desk. R. 505. (877)

253. PURCHASE ORDER REGISTER, July 16, 1935 to date. Record of name of vendor, project number, date, price, etc. showing locations of every purchase order in the office. (Daily, official.) 9 x 14 loose-leaf books, 2 in., on desk, locked up at night. R. 403. (857)

254. BIDDER LIST, July 1935 to date. Correspondence from companies or persons requesting to be put on list of bidders for supplies on requisitions and acknowledgments. 3 x 5 alphabetical card index, 1 ft. (Daily, official.) 9 x 12 folders, 14 ft., in 7 drawers of steel filing cases. R. 504. (870)

255. NUMBERED CONTRACTS, July 1935 to date. Contracts with utilities companies for services to WPA projects. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. R. 504. (876)

256. SIGNATURES, July 1935 to date. Record of signatures of officials of Treasury Department, Department of Interior, WPA, and Rural Resettlement. (Rarely, official.) 3 x 5 cards, 6 in., in drawer of steel card cabinet. R. 504. (869)

257. SURPLUS COPIES, July 1935 to date. Surplus copies of applications for bidder, invitations to bid, purchase orders, vouchers and stenographer's copies of correspondence regarding same. (Rarely, official.) 9 x 12 folders and bundles, 8 ft., in 4 drawers of steel filing case. R. 505. (879)

258. WPA REQUISITIONS, July 1935 to date. Requisitions for supplies of all kinds covering all projects of WPA and requests for office supplies from central and district offices. Filed by official project number and requisition number. (Daily, official.) 9 x 12 folders, 32 ft., in drawers of steel filing cases. R. 504. (875)

259. BILLS OF LADING REGISTER, Aug. 1, 1935 to date. Record of name of consignor, consignee, shipping point, destination, article shipped

route requisition number, and project number. (Daily, official.)
11 $\frac{1}{2}$ x 16 $\frac{1}{2}$ loose-leaf books, 1 in., in drawer of wooden desk. R. 401.
(855)

260. GENERAL FILE, Aug. 1, 1935 to date. Traffic and transportation officer's file, containing bills of lading, correspondence, invoices, etc., covering everything involved in rental of trucks, equipment, and transportation. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden desk. R. 401. (854)

261. MISCELLANEOUS ENCUMBRANCES, Aug. 1935 to date. Record of additional expenses as set up, such as telephone bills, rent, etc., on different projects without making new requisitions for each month. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 503. (867)

262. PROPOSAL REGISTER, Oct. 15, 1935 to date. Record of number of items, number of bids on items, invitation number, location of project, and type of article to be bid upon when requisitions come through for materials to be used on projects. (Daily, official.) 8 x 8 loose-leaf books, $\frac{1}{2}$ in., on desk. R. 403. (858)

263. TRANSIENT REQUISITIONS, Dec. 1, 1935 to date. Requests for supplies and equipment covering all expenses for all transient camps in Arizona, requisitions for hand tools, etc. Filed numerically. (Daily, official.) 9 x 12 folders, 28 ft. 6 in., in 15 drawers of steel filing cases. R. 504. (873)

264. STORAGE FILE, July 1, 1936 to date. Administrative requisitions for office supplies for Treasury Department, Department of Interior, WPA, and Rural Resettlement. (Daily, official.) 9 x 12 folders, 2 ft. 6 in., in 4 drawers of steel filing case. R. 504. (874)

265. TRANSIENT SUSPENSE VOUCHERS, Aug. 1936 to date. Running file of documents and papers waiting vouchers, notifying this office that check has been received for material and supplies used in Transient Camps. Western Union and Postal telegrams, expense records of all projects. Filed numerically. (Daily, official.) 8 $\frac{1}{2}$ x 11 papers clipped together, 6 ft. 3 in., in 3 drawers of steel filing case. R. 503. (868)

266. RECEIVING AND INSPECTION REPORTS, Sept. 1, 1936 to date. Dealers invoices, transient and regular records of transactions completed but waiting certain documents to be assembled to complete the records before they are vouchered. (Daily, official.) 9 x 12 folders, 2 ft. 9 in., in 3 drawers of steel filing case. R. 502. (863, 864)

DISTRICT 1
BRANCH PROCUREMENT OFFICE
Federal Bldg., Montezuma St.

A District Procurement Office, to serve the northern part of the State of Arizona, was established in Prescott August 6, 1935.

267. CORRESPONDENCE, Aug. 1935 to date. Covering materials, supplies, personnel, etc; applications for employment and government bills of lading. Filed chronologically and separated into Prescott and Phoenix Districts. (Older files, never; later files, frequently, official.) 9 x 12 loose sheets and folders, 2 ft. 7 in., in 2 drawers of steel filing case. R. 309. (158, 150, 157)

268. BRANCH OF SUPPLY MANUAL, Aug. 1935 - Oct. 1, 1936. Procurement Division. (Daily, official.) 9 x 12 loose-leaf books, 1 in., on shelf. R. 309. (164)

269. MATERIAL REQUISITIONS COMPLETED, Aug. 16, 1935 to date. Work project number, official project number, type of work symbol; sponsor, place, type of work done in each place. Filed numerically according to project. Alphabetical index by vendors and articles. (Daily, official.) 8½ x 12 folders, 7 ft. 8 in., in 6 drawers of steel filing cases. R. 309. (154)

270. FUTURE COMMITMENTS, Aug. 1935 to date. Pending file of obligations which are to be met and upon which all papers necessary to completion have not yet been received. (Daily, official.) 9 x 12 folders, ½ in., in drawer of steel filing case. R. 309. (156)

271. INFORMATION RELATING TO GOVERNMENT BILLS OF LADING AND FREIGHT, Aug. 1935 to date. Tabulation on loose sheets. (Rarely, official.) 9 x 12 loose sheets, 1/8 in., in drawer of steel filing case. R. 309. (160)

272. INVOICES ON PENDING REQUISITIONS, Aug. 1935 to date. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 309. (152)

273. MISCELLANEOUS ENCUMBRANCES AND NUMBERED CONTRACTS, Aug. 1935 to date. Record of telephone and telegraph charges, and certain encumbrances on leases not shown on regular requisitions. Some in process of completion; others completed. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 309. (159)

274. RECEIVING AND INSPECTION REPORTS, Aug. 1935 to date. Showing receipt and acceptance by Government Agency of items called for on requisition and purchase order. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 309. (151)

275. REGISTERS, Aug. 1935 to date. Abstracts of bids, contracts, purchase orders, requisitions, vouchers, bills of lading, and recapitulation registers. (Daily, official.) 9 x 11 $\frac{1}{2}$ and 12 x 18 post binders (3), 3 $\frac{1}{2}$ in., on desk. R. 309. (163)

276. REQUISITIONS TO BE VOUCHERED, Aug. 1935 to date. (Frequently, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 309. (153)

277. REQUISITIONS TO BE CANCELLED, Aug. 1935 to date. Requisitions pending encumbrances, covering sewing machine rentals, team rentals, etc., which will be cancelled when completed. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 309. (155)

278. ABSTRACT OF BIDS REGISTER, n.d. Filed according to bidders. (Occasionally, official.) 12 x 18 post binder, 2 in., on desk. R. 309. (162)

TUCSON

DISTRICT 2

BRANCH PROCUREMENT OFFICE

Valley Bank Bldg., Congress St. and Stone Ave.

The District 2 Procurement Office was established in August 1935 for the purchase of supplies for Government Agencies in the southern part of Arizona.

279. ADMINISTRATION ORDERS, RULES, AND INSTRUCTIONS, Aug. 1935 to date. Complete information regarding management of personnel and prescribing administrative procedure for procurement of materials, supplies and equipment under the Emergency Relief Appropriation Act of 1935. 9 $\frac{1}{2}$ x 11-3/4 vol. index. (Daily, official.) 9 $\frac{1}{2}$ x 11-3/4 loose-leaf books (5), 1 ft., on top of steel filing cases. R. 1005. (591)

280. CORRESPONDENCE, Aug. 1935 to date. Applications for employment, progress reports, correspondence, personnel, Treasury leases, encumbrance of WPA freight charges, employees, compensations, communications, etc. Filed alphabetically. (Daily, official.) 10 x 12 folders, 1 ft. 8 in., in drawer of steel filing case. R. 1005. (594)

281. REGISTER, Aug. 1935 to date. Record of complete information regarding purchase orders, vouchers, and transmittal sheets and vouchers. Filed numerically and chronologically. (Daily, official.) 9-3/4 x 11 $\frac{1}{2}$ loose-leaf books (3), 5 in., in drawer of wooden filing case. R. 1005. (593)

282. REQUISITIONS, COMPLETED, Aug. 1935 to date. Requisitions for purchases, abstracts of bids, invitation to bid and acceptance, purchase

orders, receiving and inspection reports, voucher distribution, schedule of disbursements, public vouchers other than personnel, statement, and contract award. Filed according to project numbers. (Daily, official.) 9 x 12 folders, 15 ft. 3 in., in 8 drawers of steel filing cases. R. 1005. (595)

283. TRANSMITTAL FILE, Aug. 1935 to date. Transmittal of purchase orders, disbursements, receiving and inspection reports, transmittal of vouchers, and requisitions between Phoenix and Tucson. Filed subjectively. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. R. 1005. (596)

284. ABSTRACT OF BIDS REGISTER, Feb. 1936 to date. Complete abstract and record of bids awarded to lowest bidder, giving name of concern to whom contract was let, as well as requisition and project, etc. Filed according to bid number. (Daily, official.) 11 $\frac{1}{2}$ x 18 loose-leaf books, 2 $\frac{1}{2}$ in., on open copper shelf. R. 1005. (597)

PUBLIC HEALTH SERVICENOGALESQUARANTINE STATION
IMMIGRATION STATION

Terrace Ave. and International St.

The Quarantine Station at Nogales was established in 1903. Monthly, quarterly, and annual reports are sent to Washington and useless papers are destroyed.

285. ALLOTMENT AND INCUMBRANCE REPORTS, 1927 to date. Itemized list of expenses of maintaining office showing to whom paid, amount, and the date. Entered chronologically. (Frequently, official.) 14 x 18 vols., 1 ft., on top of desk. R. 164. (75)

286. MEDICAL CERTIFICATES OF ALIENS, 1927 to date. Two books of individual cases, kept according to date, name, status of aliens, classification of certificate and whether admitted or deported; one book containing emergency admissions, laboratory tests and Civil Service Health examinations; two books with records of vaccinations; and two books of prisoners' warrant cases. Entered chronologically. (Daily, official.) 6 x 8 and 8 x 12 vols. (7), 1 ft., on top of filing case. R. 123. (73)

287. CORRESPONDENCE, 1927 to date. Reports, pay rolls, proposals, medical inspection of aliens, allotments, circulars, certificates, requisitions, property return and laboratory reports. Filed alphabetically and chronologically. (Daily, official.) 11 x 17 folders, 4 ft. 6 in., in 3 drawers of filing case. R. 123. (74)

288. BLOOD STAIN SLIDES, n.d. Exhibit transparencies, glass (40). Filed according to name and date. Laboratory room. (P-3)

