RICH-PEYTON-RYAN SERIAL No. 142
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
BASEMENT HISTORY ROOM, EAST END, BLDG. A.

1. Title (PATIENTS CASE HISTORIES - SURGICAL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1911 - DEC., 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 394 BOUND VOLUMES, 19599 CASE HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA 1-16 INCLUSIVE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records DISCONTINUED IN DEC., 1933.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
NEW SYSTEM ESTABLISHED JAN., 1934. SEE SERIAL #136.

6. Contents SEE ADDENDA Nos. 1 TO 4.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY CASE NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indoxing SEE SERIAL 137.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12" X 9½" X 4".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELVES EAST SIDE IN BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, sholf, cabinet, on floor)
HISTORY, EAST SIDE OF BLDG. A.

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS

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ADDENDA No. 1 CONTENTS ITEM No. 6

THIS IS A CASE HISTORY RECORD OF PATIENTS ADMITTED TO SURGICAL SERVICE. THIS SYSTEM ORIGINATED IN 1911 WHEN A NEW BUILDING WAS ERECTED, AND KNOWN AS THE CITY HOSPITALS. THIS NAME DID NOT BECOME OFFICIAL UNTIL 1925. PREVIOUS IT HAD BEEN KNOWN AS THE BAY VIEW ASYLUM.

PATIENTS WHO WERE IN THE BAY VIEW ASYLUM AT THIS TIME WERE GIVEN A CASE HISTORY NUMBER. BEGINING WITH THE OLDEST ADMISSION WHICH WAS 1905. AND SINCE THAT TIME CASE HISTORIES HAVE BEEN FILED BY CASE HISTORY NUMBERS. MEDICAL AND SURGICAL CASE HISTORIES WERE FILED SEPERATE, EACH BEGINNING WITH No. 1 AND NUMBERED CONSECUTIVELY.

CASE HISTORY RECORDS CONSISTS OF THE FOLLOWING:

ADMISSION AND SUMMARY RECORD SHOWS SURGICAL CASE NUMBER, WARD ASSIGNED TO, NAME AND ADDRESS OF PATIENT, OCCUPATION, MARITAL STATUS, AGE, RACE, NATIONALITY, RELIGION, DATE ADMITTED, DATE DISCHARGED, TRANSFERRED OR DIED, DIAGNOSIS, AND RESULTS.

FORMER ADMISSIONS, IF ANY, SHOW DATE, SURGICAL NUMBER, DIAGNOSIS REMARKS, AND X-RAY NUMBER.

ADMISSION NOTES RECORD MADE BY PHYSICAN AT TIME OF ADMISSION, SHOWING EXAMINATIONS AND DIAGNOSIS, PAST HISTORY AND PROGRESS NOTES, MADE FROM TIME TO TIME BY PHYSICAN EXAMINING PATIENT.

IN CASES WHEN AN OPERATION WAS PERFORMED, A SUMMARY WAS RECORDED, GIVING DATE OF OPERATION, KIND OF ANAESTHETIC USED, TYPE OF OPERATION, AND NAME OF PHYSICAN PERFORMING OPERATION.

A BEDSIDE CHART SHOWS NAME OF PATIENT, WARD ASSIGNED TO, SHOWING TEMPERATURE, PULSE AND RESPIRATION, BOWELS AND URINE.

A TREATMENT CHART FOR KEEPING A RECORD OF MEDICINE, AND TREATMENT GIVEN PATIENT, SHOWS NAME OF PATIENT, DATE, NAME AND DOSE OF MEDICINE GIVEN, OTHER TREATMENTS, DIET AND REMARKS.

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ADDENDA No. 2 CONTENTS ITEM No. 6

A URINARY ANALYSIS AND CLINICAL CHART, SHOWING NAME OF PATIENT, DATE, SPECIFIC GRAVITY, COLOR, ODOR, ALBUMEN, SUGAR AND REACTION OF URINE.

ALSO SHOWS MICROSCOPIC EXAMINATION OF URINE, AND SPUTUM AND BLOOD TEST IF ONE IS MADE.

ABOUT 1914 THERE WAS A MORE THOROUGH RECORD ESTABLISHED, MORE CARE BEING TAKEN OF RECORDING PHYSICAL EXAMINATIONS.

ABOUT THIS TIME THE WASSERMANN TEST BEGAN TO MAKE ITS APPEARANCE IN THE CASE HISTORIES.

SHOWING PATIENT'S NAME, DATE, TEST NUMBER, RESULTS AS TO POSITIVE OR NEGATIVE.

AND ABOUT THE SAME TIME A BLOOD PRESSURE, AND BLOOD CULTURE RECORD WAS INCLUDED IN THE PHYSICAL EXAMINATION GIVEN TO PATIENTS.

FROM THIS TIME ON UNTIL 1933 WHEN THE PRESENT SYSTEM WAS ESTABLISHED, THERE WAS A NOTED IMPROVEMENT IN KEEPING CASE HISTORY RECORDS.

ABOUT 1924 A BLOOD PRESSURE CHART WAS BEING USED FOR KEEPING A MORE THOROUGH RECORD OF PATIENT'S BLOOD PRESSURE. CHART SHOWS NAME OF PATIENT, DATE, WARD ASSIGNED TO, THIS CHART IS BLOCKED OFF FROM 40 TO 240 FOR CHARTING BLOOD PRESSURES.

ABOUT THIS SAME TIME THE X-RAY WAS BEING USED MORE FREQUENTLY AND THIS RECORD FILED WITH CASE HISTORY.

THE XRAY REPORT RECORD SHOWS NAME OF PATIENT, WARD ASSIGNED TO, DATE, XRAY FILM NUMBER, SIZE OF FILM, DIAGNOSIS MADE FROM XRAY, AND THE SIGNATURE OF PHYSICAN.

IN 1927 AN OPERATION ROOM CHART WAS USED AND FILED WITH CASE HISTORY. OPERATING ROOM CHART SHOWS CASE NUMBER, NAME OF PATIENT, DATE, DIVISION, PRE-OPERATIVE IMPRESSION,

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ADDENDA No. 3 CONTENTS. ITEM No. 6

OPERATOR, ANAESTHETIST, KIND OF ANAESTIC AND AMOUNT, PULSE, RESPIRATION, AND BLOOD PRESSURE, BEFORE OPERATION, AND CONDITION OF PATIENT, TIME OF BEGINNING AND ENDING OF ANAESTHETIC, TECHNIQUE USED IN OPERATION, FINDINGS, CONDITION OF PATIENT AFTER OPERATION, TYPE AND NUMBER OF SUTURES AND DRAINS USED,

OPERATIVE DIAGNOSIS, STIMULENTS USED, REMARKS, SIGNED BY PHYSICAN PERFORMING OPERATION.

IN 1928, A PRE-OPERATIVE REPORT, BEGAN TO BE USED THAT ALSO BEING FILED WITH CASE HISTORY. PRE-OPERATIVE REPORT MUST BE FILLED OUT BY NURSE, WITHIN ONE HALF HOUR PRECEDING PATIENT GOING TO OPERATING ROOM. RECORD SHOWS CASE NUMBER, NAME OF PATIENT, DATE AND TIME, DATE AND TIME LAST SOLID FOOD IS TAKEN, DATE AND TIME VOIDED, WHETHER ARTIFICAL TEETH OR NOT, PRE-OPERATIVE MEDICATION, AND SIGNATURE OF NURSE IN CHARGE.

THE LOWER PART OF THE CHART IS FILLED OUT BY INTERNE WITHIN 24 HOURS PRECEDING, AND NOT LESS THAN ONE HOUR BEFORE OPERATION SHOWING TIME EXAMINATION OF HEART, BLOOD PRESSURE, LUNGS, URINE, EMERGENCY, DIAGNOSIS AND SIGNATURE OF INTERNE.

ALSO IN 1928 THERE WAS AN OBSTETRICAL DEPARTMENT ESTABLISHED PREVIOUS TO THAT TIME, OBSTETRICAL CASES WERE HANDLED AS EMERGENCY ONLY.

THESE RECORDS ARE FILED IN SURGICAL CASE RECORDS VOLUMES.

THE FOLLOWING RECORDS ARE MADE IN ALL OBSTETRICAL CASES, PRENATAL RECORD, LABOR RECORD, CHILD'S RECORD, AND BLOOD PRESSURE CHART.

THE PRENATAL RECORD IS USED IN EXAMINATIONS BEFORE CHILD BIRTH. RECORD SHOWS DATE, NAME AND ADDRESS OF PATIENT, AGE, COLOR, MARITAL STATUS, FAMILY HISTORY, PREVIOUS DISEASES AND OPERATIONS, PREVIOUS PREGNANCIES, AGE OF OLDEST CHILD, LAST PREGNANCY, MOTHER'S HEALTH DURING PREVIOUS PREGNANCIES, PREVIOUS LABORS (NORMAL OR ABNORMAL) PREVIOUS PUERPERIUMS, (FEVER OR COMPLICATIONS)

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ADDENDA No. 4 CONTENTS ITEM No. 6

A COMPLETE MENSTRAL HISTORY, ESTIMATED TIME OF CONFINEMENT, PHYSICAL EXAMINATION OF HEART, LUNGS, ABDOMEN, AND ETC., AND REMARKS.

LABOR RECORD FOR RECORDING LABOR DURING CHILD BIRTH, SHOWS DATE, NAME OF PATIENT, A COMPLETE INTERNAL EXAMINATION; ALSO SHOWS TEMPERATURE, PULSE, AND RESPIRATION, CHARACTER OF LABOR PAINS AS TO DURATION OF 1ST 2ND AND 3RD STAGES, TOTAL NUMBER OF HOURS IN LABOR, TIME CHILD IS BORN, METHOD OF DELIVERY, AMOUNT OF BLOOD LOST, REMARKS, CONDITION OF PERINUM, AND GENERAL CONDITIONS, SIGNATURE OF PHYSICAN DELIVERING CHILD.

CHILDS RECORD SHOWS NAME OF MOTHER, SEX OF CHILD, DATE AND HOUR OF BIRTH, CONDITION AT BIRTH, LENGTH, WEIGHT, AND HEAD MEASUREMENTS AT BIRTH. TREATMENT OF EYES AND CORD.

THIS RECORD ALSO SHOWS RECTAL TEMPERATURE CHART, BLOCKED OFF FROM 97 TO 106, FOR RECORDING TEMPERATURES, TO BEGIN 30 MINUTES AFTER BIRTH, FEEDING (BREAST OR ARTIFICAL); ALSO SHOWS PHYSICAL EXAMINATION OF INFANT IN BEING DISCHARGED FROM HOSPITAL.

THE DESCRIPTION OF BLOOD PRESSURE IS DESCRIBED IN A PREVIOUS PARAGRAPH IN THIS SERIAL.

NOTE: ON No. 16 ADDENDA SHEET THE LAST TWO BOOKS ARE LABELED 1934, BUT RECORDS IN THESE BOOKS COVER PATIENTS ADMITTED PRIOR TO JAN. 1, 1934 AND THE BOOKS WERE NOT BOUND UNTIL AFTER THIS DATE. PATIENTS CASE HISTORIES AFTER JANUARY 1ST 1934 ARE DESCRIBED IN SERIAL No. 136.

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ADDENDA #1 LABELING ITEM No. 4

1-BOOK	CITY-HOSPITALS SURGICAL HISTORIES 1911-VOL-1-PART-1 Nos. 1 — 25
" "	" " " " 1911- " 1 " 2 " 26-50
" "	" " " " 1911 - VOL-2-Nos.- 51-100
" "	" " " " 1911- " 3- " -101-150
" "	" " " " 1911- " 4- " -151-200
" "	" " " " 1911- " 5- " -201-250
" "	" " " " 1911-12 " 6- " -251-300
" "	" " " " 1911-12 " 7- " 301-350
" "	" " " " 1912 " 8- " 351-400
" "	" " " " 1912 " 9- " 401-451
" "	" " " " 1912 " 10- " 451-500
" "	" " " " 1912-13 " 11- " 501-550
" "	" " " " 1912-13 " 12- " 551-600
" "	" " " " 1913 ——— " 601-650
" "	" " " " 1913 VOL 14- " 651-700
" "	" " " " 1913 " 15 " 701-750
" "	" " " " 1913 " 16 " 751-800
" "	" " " " 1913 " 17 " 801-850
" "	" " " " 1913 " 18 " 851-900
" "	" " " " 1913-14 " 19 " 901-950
" "	" " " " 1914 " 20 " 951-1000
" "	" " " " 1914 " 21 " 1001-1050
" "	" " " " 1914 " 22 " 1051-1100
" "	" " " " 1914 " 23 " 1101-1150
" "	" " " " 1914 " 24 " 1151-1200
" "	" " " " 1914 " 25 " 1201-1250
" "	" " " " 1914 " 26 " 1251-1300
	" " " " 1914-15 " 27 " 1301-1350

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ADDENDA #2 LABELING ITEM No. 4

1 BOOK	CITY HOSPITALS SURGICAL HISTORIES					1915-VOL 28 Nos. 1351-1400
" "	"	"	"	"		1915-VOL-29 Nos. 1401-1450
" "	"	"	"	"		1915 " 30 " 1451-1500
" "	"	"	"	"		1915 " 31 " 1501-1550
" "	"	"	"	"		1915 " 32 " 1551-1600
" "	"	"	"	"		— " 33 " 1601-1650
" "	"	"	"	"		— " 34 " 1651-1700
" "	"	"	"	"		— " 35 " 1701-1750
" "	"	"	"	"		— " 36 " 1751-1800
" "	"	"	"	"		— " 37 " 1801-1850
" "	"	"	"	"		— " 38 " 1851-1900
" "	"	"	"	"		1917 " 39 " 1901-1950
" "	"	"	"	"		1917 " 40 " 1951-2000
" "	"	"	"	"		1917 " 41 " 2001-2050
" "	"	"	"	"		1917 " 42 " 2051-2099
" "	"	"	"	"		1917 " 43 " 2100-2150
" "	"	"	"	"		1917 " 44 " 2151-2200
" "	"	"	"	"		1917-18 " 45 " 2201-2250
" "	"	"	"	"		1918 " 46 " 2251-2300
" "	"	"	"	"		1918 " 47 " 2301-2350
" "	"	"	"	"		1918 " 48 " 2351-2400
" "	"	"	"	"		1918 " 49 " 2401-2450
" "	"	"	"	"		1918 " 50 " 2451-2500
" "	"	"	"	"		1918 " 51 " 2501-2550
" "	"	"	"	"		1918 " 52 " 2551-2600

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ADDENDA #3 LABELING ITEM No. 4

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES	-	1919-	VOL 53 Nos. 2601-2650
" "	"	"	"	"	1919-	" 54 " 2651-2700
" "	"	"	"	"	1919	" 55 " 2701-2750
" "	"	"	"	"	1919	" 56 " 2751-2800
" "	"	"	"	"	1919-20	" 57 " 2801-2850
" "	"	"	"	"	1920	" 58 " 2851-2900
" "	"	"	"	"	1920	" 59 " 2901-2950
" "	"	"	"	"	1920	" 60 " 2951-3000
" "	"	"	"	"	1920	" 61 " 3001-3050
" "	"	"	"	"	1920-21	" 62 " 3051-3100
" "	"	"	"	"	1921	" 63 " 3101-3150
" "	"	"	"	"	1921	" 64 " 3151-3200
" "	"	"	"	"	1921	" 65 " 3201-3250
" "	"	"	"	"	1921	" 66 " 3251-3299
" "	"	"	"	"	1921	" 67 " 3300-3350
" "	"	"	"	"	1921	" 68 " 3351-3400
" "	"	"	"	"	1921	" 69 " 3401-3449
" "	"	"	"	"	1921	" 70 " 3451-3500
" "	"	"	"	"	1921	" 71 " 3501-3550
" "	"	"	"	"	1922	" 72 " 3551-3600
" "	"	"	"	"	1922	" 73 " 3601-3650
" "	"	"	"	"	1922	" 74 " 3651-3700
" "	"	"	"	"	1922	" 75 " 3701-3750
" "	"	"	"	"	1922	" 76 " 3751-3800
" "	"	"	"	"	1922	" 77 " 3801-3850

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ADDENDA #4 LABELING ITEM No. 4

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES	1922	VOL 78	Nos.	3851-3900
"	"	"	"	"	"	1922	" 79 " 3901-3950
"	"	"	"	"	"	1922	" 80 " 3951-4000
"	"	"	"	"	"	1922	" 81 " 4001-4050
"	"	"	"	"	"	1922	" 82 " 4051-4100
"	"	"	"	"	"	1922-23	" 83 " 4101-4150
"	"	"	"	"	"	1923	" 84 " 4151-4200
"	"	"	"	"	"	1923	" 85 " 4201-4250
"	"	"	"	"	"	1923	— " 4251-4300
"	"	"	"	"	"	1923	— " 4301-4350
"	"	"	"	"	"	1923	— " 4351-4400
"	"	"	"	"	"	1923	— " 4401-4450
"	"	"	"	"	"	1923	— " 4451-4500
"	"	"	"	"	"	1923	— " 4501-4550
"	"	"	"	"	"	1923	— " 4551-4600
"	"	"	"	"	"	—	— " 4601-4650
"	"	"	"	"	"	1923-24	— " 4651-4700
"	"	"	"	"	"	1924	— " 4701-4750
"	"	"	"	"	"	1924	— " 4751-4800
"	"	"	"	"	"	1924	— " 4801-4850
"	"	"	"	"	"	1924	— " 4851-4900
"	"	"	"	"	"	1924	— " 4901-4950
"	"	"	"	"	"	1923	— " 4951-5000
"	"	"	"	"	"	1924	— " 5001-5050
"	"	"	"	"	"	1924	— " 5001A-5050AA

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ADDENDA #5 LABELING ITEM No. 4

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1924-Nos. 5051-5100
"	"	"	"	"	"	1924- " 5101-5150
"	"	"	"	"	"	1924- " 5151-5200
"	"	"	"	"	"	1924- " 5201-5250
"	"	"	"	"	"	1924- " 5251-5300
"	"	"	"	"	"	1924- " 5301-5350
"	"	"	"	"	"	1925- " 5351-5400
"	"	"	"	"	"	1925- " 5401-5450
"	"	"	"	"	"	1925- " 5451-5500
"	"	"	"	"	"	1925- " 5501-5550
"	"	"	"	"	"	1925- " 5551-5600
"	"	"	"	"	"	1925- " 5601-5650
"	"	"	"	"	"	1925- " 5651-5700
"	"	"	"	"	"	1925- " 5701-5750
"	"	"	"	"	"	1925- " 5751-5800
"	"	"	"	"	"	1925- " 5801-5850
"	"	"	"	"	"	1925- " 5851-5900
"	"	"	"	"	"	1925- " 5901-5950
"	"	"	"	"	"	1926- " 5951-6000
"	"	"	"	"	"	1926- " 6001-6050
"	"	"	"	"	"	1925-26- " 6051-6100
"	"	"	"	"	"	1926- " 6101-6150
"	"	"	"	"	"	1926- " 6151-6200
"	"	"	"	"	"	1926- " 6201-6250
"	"	"	"	"	"	1926- " 6251-6300

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ADDENDA #6 LABELING ITEM No. 4

1-BOOK	CITY HOSPITALS SURGICAL HISTORIES					1926-Nos.	6301-6350
"	"	"	"	"	"	1926- "	6351-6400
"	"	"	"	"	"	1926- "	6401-6450
"	"	"	"	"	"	1926- "	6451-6500
"	"	"	"	"	"	1926- "	6501-6550
"	"	"	"	"	"	1926- "	6551-6600
"	"	"	"	"	"	1926- "	6601-6650
"	"	"	"	"	"	1926- "	6651-6700
"	"	"	"	"	"	1926- "	6701-6750
"	"	"	"	"	"	1926- "	6751-6800
"	"	"	"	"	"	1926- "	6800-6850
"	"	"	"	"	"	1926- "	6851-6900
"	"	"	"	"	"	1926- "	6901-6950
"	"	"	"	"	"	1926-27 "	6951-7000
"	"	"	"	"	"	1926-27 "	7001-7050
"	"	"	"	"	"	1927- "	7051-7100
"	"	"	"	"	"	1927- "	7101-7150
"	"	"	"	"	"	1927- "	7151-7200
"	"	"	"	"	"	1927- "	7201-7250
"	"	"	"	"	"	1927- "	7251-7300
"	"	"	"	"	"	1927- "	7301-7350
"	"	"	"	"	"	1927- "	7351-7400
"	"	"	"	"	"	1927- "	7401-7450
"	"	"	"	"	"	1927- "	7451-7500
"	"	"	"	"	"	1927- "	7501-7550

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ADDENDA #7 LABELING ITEM NO 4

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1927-NOS. 7551-7600
" "	"	"	"	"		1927- " 7601-7650
" "	"	"	"	"		1927 " 7651-7700
" "	"	"	"	"		1927 " 7701-7750
" "	"	"	"	"		1927 " 7751-7800
" "	"	"	"	"		1927 " 7801-7850
" "	"	"	"	"		1927 " 7851-7900
" "	"	"	"	"		1927 " 7901-7950
" "	"	"	"	"		1927 " 7951-8000
" "	"	"	"	"		1927 " 8001-8050
" "	"	"	"	"		1927 " 8051-8100
" "	"	"	"	"		1927 " 8101-8150
" "	"	"	"	"		1927 " 8151-8200
" "	"	"	"	"		1928 " 8201-8250
" "	"	"	"	"		1928 " 8251-8300
" "	"	"	"	"		1928 " 8301-8350
" "	"	"	"	"		1928 " 8351-8400
" "	"	"	"	"		1928 " 8401-8450
" "	"	"	"	"		1928 " 8451-8500
" "	"	"	"	"		1928 " 8501-8550
" "	"	"	"	"		1928 " 8551-8600
" "	"	"	"	"		1928 " 8601-8650
" "	"	"	"	"		1928 " 8651-8700
" "	"	"	"	"		1928 " 8701-8750
" "	"	"	"	"		1928 " 8751-8800

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA #8 LABELING

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1928-Nos.	8801-8850
"	"	"	"	"	"	1928- "	8851-8900
"	"	"	"	"	"	1928- "	8901-8950
"	"	"	"	"	"	1928- "	8951-9000
"	"	"	"	"	"	1928- "	9001-9050
"	"	"	"	"	"	1928- "	9051-9100
"	"	"	"	"	"	1928- "	9101-9150
"	"	"	"	"	"	1928- "	9151-9200
"	"	"	"	"	"	1928- "	9201-9250
"	"	"	"	"	"	1928- "	9251-9300
"	"	"	"	"	"	1928- "	9301-9350
"	"	"	"	"	"	1928- "	9351-9400
"	"	"	"	"	"	1928- "	9401-9450
"	"	"	"	"	"	1928- "	9451-9500
"	"	"	"	"	"	1928- "	9501-9550
"	"	"	"	"	"	1928- "	9551-9600
"	"	"	"	"	"	1928- "	9601-9650
"	"	"	"	"	"	1928- "	9651-9700
"	"	"	"	"	"	1928- "	9701-9750
"	"	"	"	"	"	1928- "	9751-9800
"	"	"	"	"	"	1928- "	9801-9850
"	"	"	"	"	"	1929- "	9851-9900
"	"	"	"	"	"	1928- "	9901-9950
"	"	"	"	"	"	1929- "	9951-10000

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA #9

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1929-Nos.	10001-10050
"	"	"	"	"	"	1929- "	10051-10100
"	"	"	"	"	"	1929- "	10101-10150
"	"	"	"	"	"	1929- "	10151-10200
"	"	"	"	"	"	1929- "	10201-10250
"	"	"	"	"	"	1929- "	10251-10300
"	"	"	"	"	"	1929- "	10301-10350
"	"	"	"	"	"	1929- "	10351-10400
"	"	"	"	"	"	1929- "	10401-10450
"	"	"	"	"	"	1929- "	10451-10500
"	"	"	"	"	"	1929- "	10501-10550
"	"	"	"	"	"	1929- "	10551-10600
"	"	"	"	"	"	1929- "	10601-10650
"	"	"	"	"	"	1929- "	10651-10700
"	"	"	"	"	"	1929- "	10701-10750
"	"	"	"	"	"	1929- "	10751-10800
"	"	"	"	"	"	1929- "	10801-10850
"	"	"	"	"	"	1929- "	10851-10900
"	"	"	"	"	"	1929- "	10901-10950
"	"	"	"	"	"	1929- "	10951-11000
"	"	"	"	"	"	1929- "	11001-11050
"	"	"	"	"	"	1929- "	11051-11100
"	"	"	"	"	"	1929- "	11101-11150
"	"	"	"	"	"	1929- "	11151-11200
"	"	"	"	"	"	1929- "	11201-11250
"	"	"	"	"	"	1929- "	11251-11300

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA #10 LABELING

1-BOOK	CITY HOSPITALS SURGICAL HISTORIES 1929-Nos. 11301-11350
" "	" " " " 1929- " 11351-11400
" "	" " " " 1929- " 11401-11450
" "	" " " " 1929- " 11451-11500
" "	" " " " 1929- " 11501-11550
" "	" " " " 1930- " 11551-11600
" "	" " " " 1930- " 11601-11650
" "	" " " " 1930- " 11651-11700
" "	" " " " 1930- " 11701-11750
" "	" " " " 1930- " 11751-11800
" "	" " " " 1930- " 11801-11850
" "	" " " " 1930- " 11851-11900
" "	" " " " 1930- " 11901-11950
" "	" " " " 1930- " 11951-12000
" "	" " " " 1930- " 12001-12050
" "	" " " " 1930- " 12051-12100
" "	" " " " 1930- " 12101-12150
" "	" " " " 1930- " 12151-12200
" "	" " " " 1930- " 12201-12250
" "	" " " " 1930- " 12251-12300
" "	" " " " 1930- " 12301-12350
" "	" " " " 1930- " 12351-12400
" "	" " " " 1930- " 12401-12450
" "	" " " " 1930- " 12451-12500

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA #11 LABELING

1-BOOK	CITY-HOSPITALS SURGICAL HISTORIES	1930 - Nos. 12501 - 12550
" "	" " " "	1930 - " 12551 - 12600
" "	" " " "	1930 - " 12601 - 12650
" "	" " " "	1930 - " 12651 - 12700
" "	" " " "	1930 - " 12701 - 12750
" "	" " " "	1930 - " 12751 - 12800
" "	" " " "	1930 - " 12801 - 12850
" "	" " " "	1930 - " 12851 - 12900
" "	" " " "	1930 - " 12901 - 12950
" "	" " " "	1930 - " 12951 - 13000
" "	" " " "	1930 - " 13001 - 13050
" "	" " " "	1930 - " 13051 - 13100
" "	" " " "	1930 - " 13101 - 13150
" "	" " " "	1930 - " 13151 - 13200
" "	" " " "	1930 - " 13201 - 13250
" "	" " " "	1930 - " 13251 - 13300
" "	" " " "	1931 - " 13301 - 13350
" "	" " " "	1931 - " 13351 - 13400
" "	" " " "	1931 - " 13401 - 13450
" "	" " " "	1931 - " 13451 - 13500
" "	" " " "	1931 - " 13501 - 13550
" "	" " " "	1931 - " 13551 - 13600
" "	" " " "	1931 - " 13601 - 13650
" "	" " " "	1931 - " 13651 - 13700
		1931 - " 13701 - 13750

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA #12 LABELING

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES		1931-	Nos.	13751-13800
" "	"	"	"	"	1931-	"	13801-13850
" "	"	"	"	"	1931-	"	13851-13900
" "	"	"	"	"	1931-	"	13901-13950
" "	"	"	"	"	1931-	"	13951-14000
" "	"	"	"	"	1931-	"	14001-14050
" "	"	"	"	"	1931-	"	14051-14100
" "	"	"	"	"	1931-	"	14101-14150
" "	"	"	"	"	1931-	"	14151-14200
" "	"	"	"	"	1931-	"	14201-14250
" "	"	"	"	"	1931-	"	14251-14300
" "	"	"	"	"	1931-	"	14301-14350
" "	"	"	"	"	1931-	"	14351-14400
" "	"	"	"	"	1931-	"	14401-14450
" "	"	"	"	"	1931-	"	14451-14500
" "	"	"	"	"	1931-	"	14501-14550
" "	"	"	"	"	1931-	"	14551-14600
" "	"	"	"	"	1931-	"	14601-14650
" "	"	"	"	"	1931-	"	14651-14700
" "	"	"	"	"	1931-	"	14701-14750
" "	"	"	"	"	1931-	"	14751-14800
" "	"	"	"	"	1931-	"	14801-14850
" "	"	"	"	"	1931-	"	14851-14900
" "	"	"	"	"	1931-	"	14901-14950
" "	"	"	"	"	1931-	"	14951-15000

RICH-PEYTON-RYAN

No. 142

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA #13 LABELING

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1931-Nos. 15001-15050
" "	"	"	"	"		1931- " 15051-15100
" "	"	"	"	"		1932- " 15101-15150
" "	"	"	"	"		1932- " 15151-15200
" "	"	"	"	"		1932- " 15201-15250
" "	"	"	"	"		1932- " 15251-15300
" "	"	"	"	"		1932- " 15301-15350
" "	"	"	"	"		1932- " 15351-15400
" "	"	"	"	"		1932- " 15401-15450
" "	"	"	"	"		1932- " 15451-15500
" "	"	"	"	"		1932- " 15501-15550
" "	"	"	"	"		1932- " 15551-15600
" "	"	"	"	"		1932- " 15601-15650
" "	"	"	"	"		1932- " 15651-15700
" "	"	"	"	"		1932- " 15701-15750
" "	"	"	"	"		1932- " 15751-15800
" "	"	"	"	"		1932- " 15801-15850
" "	"	"	"	"		1932- " 15851-15900
" "	"	"	"	"		1932- " 15901-15950
" "	"	"	"	"		1932- " 15951-16000
" "	"	"	"	"		1932- " 16001-16050
" "	"	"	"	"		1932- " 16051-16100
" "	"	"	"	"		1932- " 16101-16150
" "	"	"	"	"		1932- " 16151-16200
" "	"	"	"	"		1932- " 16201-16250

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BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA #14 LABELING

1-BOOK	CITY HOSPITALS	SURGICAL	HISTORIES		1932-NOS.	16250-16300
" "	"	"	"	"	1932- "	16301-16350
" "	"	"	"	"	1932- "	16351-16400
" "	"	"	"	"	1932- "	16401-16450
" "	"	"	"	"	1932- "	16451-16500
" "	"	"	"	"	1932- "	16501-16550
" "	"	"	"	"	1932- "	16551-16600
" "	"	"	"	"	1932- "	16601-16650
" "	"	"	"	"	1932- "	16651-16700
" "	"	"	"	"	1932- "	16701-16750
" "	"	"	"	"	1932- "	16751-16800
" "	"	"	"	"	1932- "	16801-16850
" "	"	"	"	"	1932- "	16851-16900
" "	"	"	"	"	1932- "	16901-16950
" "	"	"	"	"	1933- "	16951-17000
" "	"	"	"	"	1933- "	17001-17050
" "	"	"	"	"	1933- "	17051-17100
" "	"	"	"	"	1934- "	17101-17150
" "	"	"	"	"	1933- "	17151-17200
" "	"	"	"	"	1933- "	17201-17250
" "	"	"	"	"	1933- "	17251-17300
" "	"	"	"	"	1933- "	17301-17350
" "	"	"	"	"	1933- "	17351-17400
" "	"	"	"	"	1933- "	17401-17450
" "	"	"	"	"	1933- "	17451-17500
" "	"	"	"	"	1933- "	17501-17550

RICH-PEYTON-RYAN

No. 148

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA #15 LABELING

1 BOOK	CITY HOSPITALS	SURGICAL	HISTORIES			1933 - Nos. 17551 - 17600
" "	"	"	"	"		1933 - " 17601 - 17650
" "	"	"	"	"		1933 - " 17651 - 17700
" "	"	"	"	"		1933 - " 17701 - 17750
" "	"	"	"	"		1933 - " 17751 - 17800
" "	"	"	"	"		1933 - " 17801 - 17850
" "	"	"	"	"		1933 - " 17851 - 17900
" "	"	"	"	"		1933 - " 17901 - 17950
" "	"	"	"	"		1933 - " 17951 - 18000
" "	"	"	"	"		1933 - " 18001 - 18050
" "	"	"	"	"		1933 - " 18051 - 18100
" "	"	"	"	"		1933 - " 18101 - 18150
" "	"	"	"	"		1933 - " 18151 - 18200
" "	"	"	"	"		1933 - " 18201 - 18250
" "	"	"	"	"		1933 - " 18251 - 18300
" "	"	"	"	"		1933 - " 18301 - 18350
" "	"	"	"	"		1933 - " 18351 - 18400
" "	"	"	"	"		1933 - " 18401 - 18450
" "	"	"	"	"		1933 - " 18451 - 18500
" "	"	"	"	"		1933 - " 18501 - 18550
" "	"	"	"	"		1933 - " 18551 - 18600
" "	"	"	"	"		1933 - " 18600 - 18650
" "	"	"	"	"		1933 - " 18651 - 18700
" "	"	"	"	"		1933 - " 18701 - 18750
" "	"	"	"	"		1933 - " 18751 - 18800
" "	"	"	"	"		1933 - " 18801 - 18850

Rice-Peyton-Ryan

No. 142

Baltimore City Hospitals

4940 Eastern Ave.

Addenda #16 Labeling

1-Book	City Hospitals	Surgical	Histories			1933-Nos. 18851-18900
"	"	"	"	"	"	1933-" 18901-18950
"	"	"	"	"	"	1933-" 18951-19000
"	"	"	"	"	"	1933-" 19001-19050
"	"	"	"	"	"	1933-" 19051-19100
"	"	"	"	"	"	1933-" 19101-19150
"	"	"	"	"	"	1933-" 19151-19200
"	"	"	"	"	"	1933-" 19201-19250
"	"	"	"	"	"	1933-" 19251-19300
"	"	"	"	"	"	1933-" 19301-19350
"	"	"	"	"	"	1933-" 19351-19400
"	"	"	"	"	"	1933-" 19401-19450
"	"	"	"	"	"	1933-" 19451-19500
"	"	"	"	"	"	1934-" 19501-19550
"	"	"	"	"	"	1934-" 19551-19599

RICH-PEYTON-RYAN 3-19-1940 #143
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END OF BLDG. A.

1. Title "MAIL"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 BOUND BOOKS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MAIL
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF RECORD OF ALL MAIL RECEIVED IN THE BALTO. CITY HOSPITALS WHICH IS SENT TO THE RECORD ROOM WHERE IT IS ASSORTED AND SENT TO THE DIFFERENT DIVISIONS WHERE PATIENTS ARE ASSIGNED. RECORD SHOWS DATE, NAME OF PATIENT MAIL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued IS FOR, AND WHETHER IT IS A LETTER, PACKAGE, OR REGISTERED MAIL, OR SPECIAL DELIVERY.

7. Arrangement
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing CHRONO BY DATE MAIL IS RECEIVED.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 WOODEN FILE CABINET: 48"X24"X11½", 3 BOUND BOOKS: 12"X5½", APPROX. 100 PAGES EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN RECORD ROOM WEST END OF BLDG. A. IN WOODEN CABINET ON EAST SIDE OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH 19-1940 No. 144
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END OF BLDG. A.

1. Title "DISCHARGES-DEATHS-TRANSFERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 16 BOUND BOOKS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling DISCHARGES-DEATHS-TRANSFERS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD KEPT FOR THE CONVENIENCE OF THE RECORD ROOM, USED FOR ALL DISCHARGES, DEATHS, AND TRANSFERS, WHEN MAKING UP THE FINAL CASE HISTORY RECORDS. RECORD SHOWS NAME AND CASE NUMBER OF PATIENT, DATE, SEX, AND COLOR AND IF PATIENT WAS DISCHARGED, DIED, OR TRANSFERRED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF DISCHARGE, DEATH OR TRANSFER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 WOODEN CABINET: 48"X24"X11½", 16 BOUND BOOKS: 12"X5½", APPROX. 100 PAGES EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EAST WALL RECORD ROOM, WEST END OF BLDG. A
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH - PEYTON - RYAN. 3-19-40. # 145
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END OF BLDG. A.

1. Title "ADMISSIONS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 — — .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 12 BOUND BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ADMISSIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF RECORD OF ALL ADMISSIONS AND IS KEPT FOR THE CONVENIENCE OF THE RECORD ROOM.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached) RECORD SHOWS DATE, CASE NO, NAME OF PATIENT, SEX, COLOR, AND DIVISION OR WARD ASSIGNED TO.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ADMISSION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 WOODEN CABINET: 48"x24"x11½", 12 BOUND BOOKS: 12"x5½", APPROX. 100 PAGES EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN RECORD ROOM WEST END OF BLDG. A. IN WOODEN CABINET ON EAST SIDE OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH 30, 1940 #146
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END OF BLDG. A.

1. Title ("PATIENT'S CASE HISTORIES SENT TO DISPENSARY")
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates MAY 25, 1939 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOUND BOOKS, APPROX. 100 PAGES EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling HISTORIES OUT TO DISPENSARY.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF CASE HISTORIES, SENT TO DISPENSARY, OF PATIENTS WHO HAVE BEEN DISCHARGED, AND ARE NOW RECEIVING OUT PATIENT CARE. RECORD SHOWS DATE, PATIENT'S NAME, AND CASE NUMBER, AND NAME OF PHYSICIAN.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SENDING FOR CASE HISTORY.

7. Arrangement CHRONOLOGICALLY BY DATE HISTORY SENT OUT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 BOUND BOOKS: 12" x 5½" x ½".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EAST END OF RECORD ROOM, WEST END OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN 3-20-40 #147
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
RECORD ROOM, WEST END OF BLDG. A.

1. Title (PATIENT'S CASE HISTORY OUT OF RECORD ROOM)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - ,
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 STEEL FILE DRAWER - APPROX 100 CASE HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling HISTORIES OUT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE RECORDS OF CASE HISTORIES OF PATIENTS THAT HAVE BEEN TAKEN FROM RECORD BY THE DOCTOR TREATING PATIENT. RECORD SHOWS DATE, NAME, AND CASE NUMBER OF PATIENT, TO WHAT DIVISION HISTORY IS SENT, AND
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SIGNATURE OF DOCTOR TAKING HISTORY.

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 STEEL FILE DRAWER: 4½" X 6" X 12".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK IN RECORD ROOM, WEST END OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH 20TH 1940 No. 148
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
RECORD ROOM, WEST END, BLDG. A.

1. Title "AUTOPSIES COMPLETE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 200 CARDS, 1 STEEL FILE DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling AUTOPSIES COMPLETE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A CARD RECORD OF COMPLETE AUTOPSIES PERFORMED BY THE BALTIMORE CITY HOSPITALS. CARD SHOWS CASE NUMBER OF PATIENT, NAME AND ADDRESS, OCCUPATION, AGE, SEX, COLOR, SHOWS DATE ADMITTED, DATE AT DEATH, AND DIAGNOSIS DERIVED FROM AUTOPSY, AND IS USED ONLY BY RECORD ROOM TO TYPE THE DIAGNOSIS TO CASE HISTORY OF PATIENT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indoxing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size OF DRAWER: 4" X 5½" X 15", CARDS: 3" X 5"
(Of record or container. Height, width, thickness or depth. Avorage number of pages or documents)

11. Location by dates and quantities RECORD ROOM, WEST END OF BLDG. A., ON DESK IN FILING CABINET NEA CENTER OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, sholf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH-20TH 1940 NO. 149
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END, BLDG. A.

1. Title "AUTOPSIES INCOMPLETE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 200 CARDS / STEEL FILE DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling AUTOPSIES INCOMPLETE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A CARD RECORD OF INCOMPLETE AUTOPSIES
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
PERFORMED BY THE BALTIMORE CITY HOSPITALS. CARD SHOWS CASE NUMBER OF PATIENT, NAME AND ADDRESS, OCCUPATION, AGE, SEX, COLOR, SHOWS DATE ADMITTED, DATE AT DEATH, AND DIAGNOSIS DERIVED FROM AUTOPSY AND TO WHAT PART OF THE BODY AUTOPSY WAS PERFORMED, AND IS USED ONLY BY RECORD ROOM TO TYPE DIAGNOSIS CASE TO THE CASE HISTORY OF PATIENT.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size OF DRAWER: 4"X5½"X15" CARDS 3"X5"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities RECORD ROOM WEST END OF BLDG. A.,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
ON DESK IN FILING CABINET NEAR CENTER OF ROOM.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH 20TH, 1940 No. 150
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
RECORD ROOM, WEST END, BLDG. A.

1. Title "ADMISSION SLIPS"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 8 BUNDLES APPROX. A TOTAL OF 13500.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ADMISSION SLIPS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS AN ADMISSION SLIP FOR ALL ADMITTED PATIENTS IN THE BALTIMORE CITY HOSPITALS. THIS RECORD IS MADE IN DUPLICATE AND THE DUPLICATE IS SENT TO THE DEPARTMENT OF PUBLIC WELFARE. THE ORIGINAL GOING TO INFORMATION DESK. AND INFORMATION AND MASTER CARD IS MADE FROM, AND THEN IS SENT TO THE RECORD ROOM WHERE IT IS RETAINED FOR ONE YEAR. RECORD SHOWS DATE,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued HOUR, DIVISION CASE NUMBER, NAME AND ADDRESS, SEX, COLOR, MARITAL STATUS, DATE AND PLACE OF BIRTH, HOW LONG IN U.S. IN BALTIMORE, OCCUPATION, RELIGION, EMPLOYER AND ADDRESS, READ, WRITE, WAR VETERAN, NAME AND BIRTHPLACE (SEE ITEM 16 BELOW)

7. Arrangement CHRONOLOGICALLY BY DATE OF ADMISSION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size IN WOODEN CABINET 48"X24"X11½" SIZE OF BUNDLES 6"X5½"X8"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities RECORD ROOM EAST WALL WEST END OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

(6) OF FATHER MAIDEN NAME OF MOTHER AND BIRTHPLACE, NAME OF HUSBAND OR WIFE ADDRESS NAME OF RELATIVES, ADDRESS, NAME OF FRIEND AND ADDRESS, INFORMATION GIVEN BY, BY WHOM BROUGHT, REGULAR OR EMERGENCY ADMISSION, CONDITION ON ADMISSION, (CONSCIOUS, SEMI-CONSCIOUS, OR UNCONSCIOUS)

13. ~~(For use in Florida.) Early imprints~~ ~~(Author)~~ ~~(Publisher)~~ ~~(Place of publication)~~ ~~(Date of publication)~~

PREVIOUS ADMISSIONS, DATE, NAME ADMITTED UNDER, FAMILY PHYSICAN NAME AND ADDRESS OF PERSONS RESPONSIBLE FOR PATIENTS ON DISCHARGE, PHONE, AND SIGNATURE OF ADMITTING NURSE.

NOTE: SEE SERIAL No. 133.

B. C. H. 2Z M. D. B. 8571

PLEASE PRINT—ALL QUESTIONS MUST BE ANSWERED IN FULL

ADMISSION SLIP

Serial 150

Date Hour Division Case No.

Name Re-admit ☐ (Check)
(First) (Middle) (Surname)

Address

Sex Color

Single ☐ Married ☐ Separated ☐ Widowed ☐ Divorced ☐ (Check)

Date of Birth
(Month) (Day) (Year)

Birthplace (State or County)

How long in U. S.? In Baltimore?

Occupation Religion

Employer

Address Phone

Read? Write? War Veteran?

Full Name of Father

Birthplace

Maiden Name of Mother

Birthplace

City Hospital

Name of Husband or Wife

Address Phone

Name of Relative

Address Phone

Name of Friend

Address Phone

(Use other side for additional reference)

Information Given By

By Whom Brought

Regular Admission ☐ Emergency Admission ☐ (Check)

Condition on admission—Conscious ☐ Semi-conscious ☐ Unconscious ☐ (Check)

Previous Admissions: Year	Year	Year
Name Admitted Under:		

Family Physician

Doctor

Name and address of person responsible for patient on discharge

Phone

Signature of Admitting Nurse.

Originals in ADMITTING OFFICE

Original kept. Record Room

SERIAL # 150

B. C. H. 27 M. D. B. 8571

PLEASE PRINT—ALL QUESTIONS MUST BE ANSWERED IN FULL

ADMISSION SLIP

Date Hour Division Case No.

Name Re-admit ☐ (Check)
(First) (Middle) (Surname)

Address

Sex Color

Single ☐ Married ☐ Separated ☐ Widowed ☐ Divorced ☐ (Check)

Date of Birth
(Month) (Day) (Year)

Birthplace (State or County)

How long in U. S.? In Baltimore?

Occupation Religion

Employer

Address Phone

Read? Write? War Veteran?

Full Name of Father

Birthplace

Maiden Name of Mother

Birthplace

Name of Husband or Wife

Address Phone

Name of Relative

Address Phone

Name of Friend

Address Phone

(Use other side for additional reference)

Information Given By

By Whom Brought

Regular Admission ☐ Emergency Admission ☐ (Check)

Condition on admission—Conscious ☐ Semi-conscious ☐ Unconscious ☐ (Check)

Previous Admissions: Year | Year | Year

Name Admitted Under:

Family Physician

Doctor

Name and address of person responsible for patient on discharge

Phone

City Hospital

Signature of Admitting Nurse.

DEPT Public Welfare
SERIAL #150

RICH. PEYTON-RYAN 3/26/40 #151

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
BASEMENT HISTORY ROOM, EAST END OF BLDG. A

1. Title (SURGICAL & MEDICAL DISPENSARY CARD)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 - 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 27 DOUBLE FILE DRAWERS APPROX. 1000 CARDS EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA #1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records DISCONTINUED IN 1935.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE ADDENDA #2
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED + HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 27 DOUBLE DRAWERS: 6"x9"x 16", CARD: 5" x 8"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT HISTORY ROOM,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
N.E. COR. OF ROOM, EAST END OF BLDG. A

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

RICH-PEYTON-RYAN

No 151

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA #1 LABELING

ITEM #4

1ST.	A - AN	AO - BALS
"	BAIT - BAUS	BAV - BERG
"	BERK - BOC	BOO - BRANE
"	BRANG - BROZ	BRU - BZ
"	C - CAY	CE - CLAR
"	CLAS - CONU	CONY - COP
"	CUR - DE	DEE - DMY
"	DOA - DZ	E - FAZ
"	FE - FOR	FOS - GAR
"	GAS - GOM	GON - GROP
"	GROS - HARRI	HARRM - HE
"	HI - HOUP	HOUS - JAMES
"	JAMI - JU.	KA - KE
"	KI - KOL	KOM - KZ
"	L - LE	LI - LUD
"	LUE - MARR	MARS - MCF
"	MCG - MILK	MILL - MORRIM
"	MORRIS - NG	NI - PD.
"	PAR - PHY	PI. - PZ
"	Q - REU	REV - BOBT
"	ROG - RZ	S - SCHI
"	SCHM - SEG	SEH - SIN
"	SIP - SNY	SO - STE
"	STI - TAS	TAR - TOY
"	TR - VIN	VIO - WAR
"	WAS - WAF	WAI - WIL
"	WIM - WK	X - Y - Z

RICH-PEYTON-RYAN #151

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA #2 CONTENTS ITEM #6

THERE ARE THREE (3) TYPES OF CARDS USED IN THESE FILE RECORDS. CARD #1 IS HEADED CITY HOSPITALS-DISPENSARY AND WAS USED AS A CASE HISTORY RECORD BETWEEN 1924-1935 FOR PATIENTS IN CHRONIC HOSPITAL. RECORD SHOWS NAME OF PATIENT, AGE, SEX, RACE, NATIVITY, OCCUPATION, TIME IN INSTITUTION, TRANSFERRED TO OR FROM, DATE, DIAGNOSIS, COMPLAINT, PAST HISTORY, FAMILY HISTORY, EXAMINATION AND LABORATORY TEST. CARD #2 IS A MEDICAL DISPENSARY CARD AND WAS USED BY OUT PATIENTS RECEIVING MEDICAL CARE IN THE MEDICAL DISPENSARY. CARD SHOWS NAME AND ADDRESS OF PATIENT, AGE, SEX, COLOR, BIRTH PLACE, OCCUPATION, TRANSFERRED TO OR FROM, DATE ADMITTED, MARITAL STATUS COMPLAINT, DIAGNOSIS, SUMMARY OF PATIENT'S CONDITION AND NAME OF EXAMINING PHYSICIAN. CARD #3 IS A SURGICAL DISPENSARY CARD OF PATIENTS RECEIVING SURGICAL CARE IN SURGICAL DISPENSARY AND WHO ARE OUT PATIENTS. CARD SHOWS DATE, NAME AND ADDRESS OF PATIENT, SEX, COLOR, OCCUPATION, AGE, MARITAL STATUS, COMPLAINT, FAMILY HISTORY, PAST HISTORY, COMPLETE PHYSICAL EXAMINATION, DIAGNOSIS, TREATMENT AND NAME OF PHYSICIAN MAKING EXAMINATION.

NOTE: THESE RECORDS WERE DISCONTINUED IN 1935, WHEN THE SOCIAL SERVICE DEPT. WAS ESTABLISHED AND ALL OUT PATIENTS ARE NOW HANDLED THROUGH THAT DEPARTMENT.

SEE SERIAL #3.

RICH-PEYTON-RYAN MARCH 28TH, 1940 No. 152
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody #940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY, IN BASEMENT OF BLDG. A.

1. Title (NARCOTIC RECORD BOOK - PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LOOSE LEAF BINDER BOOK APPROX. 200 PAGES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BALTIMORE CITY HOSPITALS X-RAY FILMS SEE NOTE BELOW
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF NARCOTICS ON HAND, RECEIVED, AND ISSUED TO DIVISION. THIS RECORD IS KEPT FOR THE CONVENIENCE OF THE PHARMACIST. RECORD SHOWS NAME OF NARCOTIC SUCH AS APOMORPHINE HYDROCHLORIDE, CODEINE MORPHINE, ~~AND~~ ETC. RECORD SHOWS AMOUNT ON HAND, NARCOTIC SERIAL NUMBER,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

NOTE: THE LABELING OF THIS RECORD HAS NO BEARING ON THE CONTENTS.

6. Contents--continued DIVISION ISSUED TO, DATE ISSUED, DATE RECEIVED, AND BALANCE ON HAND.

7. Arrangement ALPHABETICALLY BY NAME OF NARCOTIC.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 11½" X 9" X 1½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK IN PHARMACY IN BASEMENT OF BUILDING A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN 3-28-40 #153
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
PHARMACY IN BASEMENT OF BLDG. A.

1. Title "NARCOTIC RECORD" (PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 FILE DRAWERS IN FILE CABINET, APPROX. 5000 FORMS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 DRAWER LABELED 1-2999; 1 DRAWER LABELED 3000 -
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF NARCOTICS ORDERED AND DISPENSED BY THE DIFFERENT DIVISIONS WHEN AN ORDER FOR NARCOTICS IS SENT TO PHARMACY BY THE HOSPITAL DIVISION. THE NARCOTICS AND THE ORDER IS RETURNED TO THE DIVISION, AND WHEN ALL OF THE NARCOTICS HAVE BEEN DISPENSED, IT IS RETURNED TO THE PHARMACY, SHOWING THAT ALL OF THE NARCOTICS HAVE BEEN ACCOUNTED FOR.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

6. Contents--continued RECORD SHOWS SERIAL NO., ISSUED TO DIV., NAME OF NARCOTIC, GRAIN T.T. OR H.T, DATE, STOCK NO., NUMBER ISSUED, CASE NO. OR PATIENTS NAME, DATE AND TIME GIVEN, NAME OF NURSE GIVING NARCOTIC AND SIGNATURE OF DIV. NURSE.

7. Arrangement NUMERICALLY BY RECORD NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE CABINET: 44" X 16" X 26"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
2 FILE DRAWERS: 12" X 13" X 26"

11. Location by dates and quantities IN FILE CABINET IN PHARMACY IN BASEMENT OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN MARCH 28TH, 1940 No. 154
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY IN BASEMENT OF BLDG. A.

1. Title "SPECIAL PURCHASE RECEIPTS" (PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 TRANSFER FILES APPROX. 400
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling STORE ROOM RECEIPTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DUPLICATE COPY FROM GENERAL STORE ROOM OF RECEIPTS ON SPECIAL ORDERS SHOWING DATE, QUANITY ORDERED, UNIT ITEM, REQUISITION NUMBER, NAME OF VENDOR, AND SIGNATURE OF PERSON RECEIVING ORDER.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF RECEIPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 TRANSFER FILES: 9"X4"X13" SIZE OF FORM: 9"X7½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK IN PHARMACY IN BASEMENT OF BUILDING A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH. PEYTON-RYAN 3-28-40 # 155
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY IN BASEMENT OF BLDG. A.

1. Title "STORES REQUISITION" (PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - - ,
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 TRANSFER FILE, 350 REQUISITIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUITIONS FOR DRUGS AND SUPPLIES IN THE STOREROOM OF THE BALTO. CITY HOSPITALS, MADE BY THE PHARMACY, AND SHOWS DEPARTMENT, DATE, DIVISION, REQUITION NO., QUANTITY ORDERED, DESCRIPTION, STOCK NO., ORDER NO., COST, ACCOUNT, WHOM ORDERED BY, WHOM APPROVED BY. THESE REQUISITIONS MADE IN TRIPLICATE: TWO COPIES TO STOREROOM,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ONE COPY RETAINED BY DEPT. MAKING REQUISITION. WHEN THESE REQUISITION ARE RECEIVED BY STORE ROOM, A MATERIAL ORDER IS ISSUED.
SEE SERIALS #48 + 49 MADE BY KWEDER + GEORGE

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 TRANSFER FILE: 9" x 4" x 13"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities PHARMACY IN BASEMENT OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

STORES REQUISITION

DEPARTMENT DATE

DIVISION REQ. NO.

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

3	ORDERED BY	RECEIVED BY	APPROVED

1600
3
4800

RICH. PEYTON-RYAN 3-28-40 #156
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY, IN BASEMENT OF BLDG. A.

1. Title "DIVISION REQUISITIONS" (PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 STEEL FILE DRAWERS, ESTIMATED 9000 TOTAL
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NOT LABELED
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE RECORD ORDER FOR DRUGS AND SUPPLIES
(Purpose and general nature of record. Principal items of information
MADE BY THE DIFFERENT DIVISIONS TO THE PHARMACY.
shown. Summary of forms used in making record, their headings, etc. If a very
RECORD SHOWS MATERIAL ORDER NO., DATE, DEPT.,
general or miscellaneous record, detailed information as to type of records
DIVISION, REQUISITION NO., COST ACCOUNT NO., QUANTITY,
contained and dates covered by each should be given. Unless contents of these
SIZE, DESCRIPTION OF DRUGS OR SUPPLIES ORDERED, STOCK NO.,
UNIT PRICE, AMOUNT, MATERIAL DISPENSED FROM,
records are described by other Forms 12-13HR, such forms should be filled out
RECEIVED BY, ISSUED BY. THESE ORDERS ARE
and attached)
MADE IN TRIPLICATE: THE ORIGINAL GOING
TO BUREAU OF CONTROL AND ACCOUNTS AT

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued THE CITY HALL, DUPLICATE IS RETAINED IN THE DIVISION MAKING ORDER, TRIPLICATE IS RETAINED IN PHARMACY FILE. NOTE: THESE RECORDS ARE ONLY KEPT FOR ONE YEAR AND THEN DESTROYED.

7. Arrangement CHRON. BY DATE OF REQ; NUM. BY DIV. NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 DRAWERS: 12" x 13" x 26", REQUISITIONS: 7½ x 8½".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN FILE CABINET, NEAR DOOR IN PHARMACY, IN BASEMENT OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH. PEYTON RYAN 3-28-40 # 157
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY, IN BASEMENT, BLDG. A.

1. Title "REQUISITIONS" (PHARMACY)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 TRANSFER FILES, APPROX. 300 REQUISITIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REQUISITIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE REQUISITION ORDERS MADE BY THE PHARMACY THROUGH THE CITY PURCHASING AGENT TO DIFFERENT VENDORS. THESE RECORDS ARE MADE UP IN QUADRUPLICATE: ONE COPY TO THE BUREAU OF CONTROL AND ACCOUNTS, ONE COPY TO PURCHASING AGENT, ONE COPY TO STOREROOM, AND ONE COPY RETAINED BY PHARMACY. RECORD SHOWS CITY DEPT., DIVISION, DATE, REQUISITION NO.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued COMPTROLLER'S SYMBOL, CLASSIFICATION NO., CONFIRMING, QUANTITY, DESCRIPTION OF ITEM ORDERED, UNIT PRICE, NAME OF VENDOR, ORDER NO., COST ACCOUNT NO., ORDERED BY, DELIVERED TO (CONTINUED ON ITEM #12)

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 TRANSFER FILES: 9"X4"X13", REQUISITION: 8½ X 11"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK IN PHARMACY, IN BASEMENT OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

6 = APPROVED (BUREAU HEAD + DEPT. HEAD), APPROVED (DATE AND BUREAU OF CONTROL + ACCOUNTS)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

RICH-PEYTON-RYAN 3-29-40 #158
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
PHARMACY, IN BASEMENT OF BLDG. A.

1. Title "PRESCRIPTIONS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - 1
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5 PRESCRIPTION TRANSFER FILES, Approx. 700 each
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE PRESCRIPTIONS FILLED BY PHARMACY FOR HOSPITAL EMPLOYEES AND OUT PATIENTS RECEIVING DISPENSARY TREATMENT. RECORD SHOWS NAME OF PATIENT, DIVISION, IF EMPLOYEE GIVES NAME OF DIVISION EMPLOYED, DATE PRESCRIPTION; SHOWS NAME
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued AND AMOUNT OF MEDICINE, REGISTRATION NO., AND NAME OF PHYSICIAN WRITING PRESCRIPTION. SEE FORM BCH 49 ATTACHED.

7. Arrangement NUMERICALLY BY PRESCRIPTION NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILES: 5½" X 4" X 8", FORMS: 4" X 6"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELF OVER PRESCRIPTION DESK IN PHARMACY, IN BASEMENT OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Serial # 158

BCH 49 M D B 3858

Baltimore City Hospitals

Prescription

Name----------

Division----------Date----------

Rx:

Reg. No.---------- ----------M. D.

RICH-PEYTON-RYAN

No 158

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA LABELING ITEM #4

1 PRESCRIPTION TRANSFER CASE FILE NO 5207-5965 SEPT 12, 1939 DEC 19, 1939. OUT PATIENTS.

1 PRESCRIPTION TRANSFER CASE FILE NO. 6013 1-5-40 OUT PATIENTS

1 " " " " " 6016 A-6633 JUNE 12, 1939. TO OCT 16, 1939. RX.

1 PRESCRIPTION TRANSFER CASE FILE NO. 6634-T326. OCT. 16, 1939. TO JAN. 27, 1940. RX.

1 PRESCRIPTION TRANSFER CASE FILE NO. T327. RX.

RICH-PEYTON-RYAN MARCH 29TH, 1940 No. 159
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
PHARMACY IN BASEMENT OF BUILDING A.

1. Title "PRESCRIPTIONS" (NARCOTIC)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 PRESCRIPTION TRANSFER FILE CASE APPROX. 200 PRESCRIPTIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PRESCRIPTIONS NARCOTICS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE NARCOTIC PRESCRIPTIONS FILLED BY PHARMACIST FOR THE HOSPITAL EMPLOYEES AND OUT PATIENTS RECEIVING DISPENSARY TREATMENT. SHOWS NAME OF PATIENT, DIVISION, IF EMPLOYEE. IT SHOWS NAME OF DIVISION WORKS IN, DATE, PRESCRIPTION SHOWING NAME AND AMOUNT OF
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued NARCOTIC, REGISTRATION NUMBER, AND NAME OF PHYSICAN WRITING PRESCRIPTION.

7. Arrangement NUMERICALLY BY PRESCRIPTION NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5½"X4"X8" SIZE OF FORM: 4"X6"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELF OVER PRESCRIPTION
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) DESK IN PHARMACY IN BASEMENT.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

RICH PEYTON RYAN 4-12-40 #160
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
EYE SERVICE, BLDG. A.

1. Title (CARD RECORD OF PATIENTS RECEIVING
(Give present full title in quotes; assigned title, if any, in brackets.
EYE TREATMENT)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - - ,
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 STEEL FILE DRAWERS, APPROX. 2000 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state
whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents THESE RECORDS GIVE NAME OF PATIENT,
(Purpose and general nature of record. Principal items of information
DATE, AND TYPE OF EYE TROUBLE OR DISEASE
shown. Summary of forms used in making record, their headings, etc. If a very
OF WHICH PATIENT IS SUFFERING.
general or miscellaneous record, detailed information as to type of records
RECORD ALSO SHOWS WHAT KIND OF
contained and dates covered by each should be given. Unless contents of these
TREATMENT HAS BEEN GIVEN.
records are described by other Forms 12-13HR, such forms should be filled out
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARDS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 STEEL FILE DRAWERS: 5" X 6½" X 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CARDS: 3" X 5"

11. Location by dates and quantities ON TOP OF FILE CABINET,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN EYE SERVICE OFFICE, NORTH SIDE OF MAIN CORRIDOR, BLDG. A.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN APRIL 12, 1940 SERIAL No. 161
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
EYE SERVICE, MAIN CORRIDOR OF BLDG. A.

1. Title (CROSS FILE INDEX EYE SERVICE)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates NO DATES GIVEN.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 50 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE CARDS ARE HEADED UNDER THE NAME OF AN EYE DISEASE AND ON EACH CARD IS LISTED THE NAME AND AGE OF PATIENTS SUFFERING FROM THAT TYPE OF DISEASE. THESE RECORDS ARE ONLY USED AS A CROSS FILE.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY NAME OF EYE DISEASE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON RULED CARDS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 DOUBLE STEEL FILE DRAWER: 5½"X13½"X24"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
SIZE OF CARD: 3"X5"

11. Location by dates and quantities EYE SERVICE OFFICE, NORTH SIDE OF MAIN CORRIDOR, BLDG. A, IN TOP DRAWER OF FILE CABINET.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN APRIL 12TH 1940 SERIAL No. 162
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
EYE SERVICE, BLDG. A.

1. Title CARD RECORD OF PATIENTS DIED OR DISCHARGED FROM EYE SERVICE
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 150 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE CARDS ARE OF PATIENTS WHO HAVE BEEN DISCHARGED OR DIED AFTER TREATMENT IN EYE SERVICE. RECORD SHOWS NAME AND AGE OF PATIENT AND IN SOME CASES HISTORY NUMBER. RECORD ALSO SHOWS THE EYE TROUBLE OR DISEASE AND TREATMENT GIVEN.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NONE. CARDS BADLY MIXED
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED ON RULED CARDS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 DOUBLE STEEL FILE DRAWER: 5½" X 13½" X 24"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
SIZE OF CARDS: 3" X 5"

11. Location by dates and quantities EYE SERVICE OFFICE NORTH SIDE OF MAIN CORRIDOR, BLDG. A, IN SECOND DRAWER OF FILE CABINET.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN APRIL 12TH, 1940 SERIAL NO. 163
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
EYE SERVICE BLDG A

1. Title (EYE SERVICE CASE HISTORIES.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 125 FOLDERS IN 2 STEEL FILE DRAWERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE FOLDERS CONTAIN EYE SERVICE CASE HISTORIES OF PATIENTS. RECORD SHOWS DATE, NAME OF PATIENT, AGE, COLOR, WARD NO., TYPE OF EYE TROUBLE, RESULT OF EXAMINATION AND TREATMENT GIVEN.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size OF 2 STEEL FILE DRAWERS: 12"X14"X24", SIZE OF FOLDERS: 9"X11½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EYE SERVICE OFFICE, NORTH SIDE OF MAIN CORRIDOR, BLDG. A., IN 3RD AND 4TH DRAWERS OF STEEL FILE CABINET.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN 4-22-40 #16d
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
INFORMATION DESK, MAIN CORRIDOR, BLDG. A.

1. Title (INFORMATION + MASTER INDEX CARD-ACTIVE)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1886 - - '
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 48 STEEL DRAWERS, APPROX. 2100 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA #1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE ADDENDA #2
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED + HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 48 DRAWERS: 3/4" X 9 5/8" X 33", CARDS: 5" X 8".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities INFORMATION DESK,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
MAIN CORRIDOR, BLDG. A.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

RICH-PEYTON-RYAN

164

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.

ADDENDA

ITEM # 4 LABELING

1 DRAWER	A	1 DRAWER	KO-KU
1 "	BA-BEN	1 "	LA-LE
1 "	BER-BOU	1 "	LI-LY
1 "	BOW-BRO	1 "	MC
1 "	BRU-BY	1 "	MA-ME
1 "	CA-CHA	1 "	MI-MR
1 "	CHE-CON	1 "	MU-MY
1 "	COO-CZ	1 "	N
1 "	DA-DI	1 "	O
1 "	DO-DZ	1 "	O'
1 "	E	1 "	PA-PO
1 "	FA-FL	1 "	PR-Q
1 "	FO-FU	1 "	RA-RI
1 "	GA-GO	1 "	RO-RY
1 "	GR-GU	1 "	SA-SCHUL
1 "	HA-HAV	1 "	SCHUM-SK
1 "	HAW-HI	1 "	SK-SPI
1 "	HO-HY	1 "	SPRT-SZ
1 "	I	1 "	TA-TO
1 "	JA-JE	1 "	TR-U-V
1 "	JOHN	1 "	WA
1 "	JON-JOY	1 "	WE-WILE
1 "	KA-KE	1 "	WILK-WOR
1 "	KI-KN	1 "	WOOD-Z

RICH PEYTON-RYAN

#164

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE

ADDENDA #2 ITEM #6 CONTENTS

THIS IS AN INFORMATION CARD USED FOR ALL PATIENTS ADMITTED TO BALTO. CITY HOSPITALS AND IS MADE UP AT THE INFORMATION DESK AND RETAINED THERE AS LONG AS THE PATIENT REMAINS IN THE HOSPITALS OR INFIRMARY. CARD SHOWS NAME AND ADDRESS OF PATIENT, CASE NO., DATE ADMITTED, DIVISION ASSIGNED TO, SEX, COLOR, MARITAL STATUS, DATE OF BIRTH, AGE, BIRTHPLACE, HOW LONG IN U.S., IN BALTO., OCCUPATION, RELIGION, READ + WRITE, FULL NAME AND BIRTHPLACE OF FATHER, MAIDEN NAME OF MOTHER AND BIRTHPLACE, NAME OF HUSBAND OR WIFE, NAME OF PERSON GIVING INFORMATION, BY WHOM BROUGHT, PREVIOUS ADMISSION DATE IF ANY.

WHEN PATIENT IS DISCHARGED OR DIES THIS CARD IS SENT TO RECORD ROOM WHERE IT IS PLACED IN THE PATIENT'S CASE HISTORY FILE.

SEE SERIAL #133 FOR CROSS REFERENCE ON WHICH BCH FORM #62 IS ATTACHED.

PEYTON-RYAN APRIL 24th, 1940 SERIAL #165
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.,
(Name of building, room number, street address)
INFORMATION OFFICE, BLDG. A.

1. Title "DECEASED PATIENTS EFFECTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 23 BOUND BOOKS, 250 PAGES EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1 BOOK 13501-13750 MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF DECEASED PATIENT'S EFFECTS, SHOWS NAME OF PATIENT, DATE ADMITTED, DATE AND HOUR OF DEATH, WARD DIVISION NUMBER. ALSO SHOWS LISTS OF CLOTHING, CASH AND VALUABLES, AND WHAT DISPOSITION IS MADE AFTER PATIENT'S DEATH.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9½" X 6" X 1¼"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities TOP DRAWER OF FILE CABINET, IN INFORMATION OFFICE, AGAINST EAST WALL OF BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

~~RICH~~ - PEYTON - RYAN

No. 165

BALTIMORE CITY HOSPITALS

4940 EASTERN AVE.

ADDENDA		ITEM NO 4 LABELING	
1 Book	8751 - 9000	1 Book	14251 - 14500
1 "	9001 - 9250	1 "	14501 - 14750
1 "	9251 - 9500		
1 "	9501 - 9750		
1 "	9751 - 10000		
1 "	10001 - 10250		
1 "	10251 - 10500		
1 "	10501 - 10750		
1 "	10751 - 11000		
1 "	11001 - 11250		
1 "	11251 - 11500		
1 "	11501 - 11750		
1 "	11751 - 12000		
1 "	12001 - 12250		
1 "	12251 - 12500		
1 "	12501 - 12750		
1 "	12751 - 13000		
1 "	13001 - 13250		
1 "	13251 - 13500		
1 "	13751 - 14000		
1 "	14001 - 14250		

PEYTON-RYAN APR. 24TH 1940 SERIAL #166
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
IN INFORMATION OFFICE, BLDG. A.

1. Title (PATIENT'S CONDITION CARD)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1916 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 1500 CARDS IN 1 FILE DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE PATIENT'S CONDITION CARDS AND THE CONDITION OF PATIENT IS POSTED EACH DAY. WHEN INQUIRY IS MADE ABOUT A PATIENT, IT IS ONLY NECESSARY TO REFER TO THESE CARDS. THEY ONLY COVER PATIENTS IN HOSPITALS BLDG. A, CHRONICS IN BLDG. B, AND TUBERCULOSIS PATIENTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued IN BLDG. C., AND DOES NOT INCLUDE ANY PATIENTS THAT ARE IN INFIRMARY OR PSYCHOPATHIC. WHEN PATIENT IS DISCHARGED OR DIES, CARDS ARE DESTROYED.

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PLAIN CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE DRAWER: 11-1/4" x 6" x 16", CARDS: 3" X 5"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK IN INFORMATION OFFICE, BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

PEYTON-RYAN APR. 24TH 1940 SERIAL #167
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)
IN INFORMATION OFFICE, BLDG. A.

1. Title "VISITING CARDS"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1916 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 FILE DRAWERS, APPROX. 3200 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE VISITING CARDS ARE MADE OUT IN DUPLICATE, ONE BLUE AND ONE YELLOW SEE B.C.H NO. 87 ATTACHED. THE YELLOW CARD WILL ADMIT 2 VISITORS TO SEE PATIENT THE FIRST HALF HOUR OF VISITING PERIOD; AND THE BLUE CARD WILL ADMIT 2 VISITORS FOR THE SECOND HALF HOUR OF VISITING PERIOD. THESE CARDS SHOW DIFFERENT DIVISIONS, DAYS, AND TIME WHEN VISITORS MAY BE ADMITTED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued THE CARD SHOWS NAME OF PATIENT AND DIVISION ASSIGNED TO.
AT END OF VISIT CARDS ARE RETURNED BY VISITORS TO INFORMATION DESK.

7. Arrangement ALPHABETICALLY BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 FILE DRAWERS: 5½"X6½"X16" SIZE OF CARDS: 4"X6"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON COUNTER IN INFORMATION OFFICE, BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 87 MDB 9008

PATIENT_____ DIVISION_____

VISITING CARD

THIS CARD WILL ADMIT TWO PERSONS, BUT NOT MORE THAN TWO WILL BE PERMITTED AT BEDSIDE AT THE SAME TIME.

CHILDREN UNDER 12 YEARS NOT PERMITTED.

SHOW CARD TO THE ELEVATOR OPERATOR BEFORE ENTERING CAR.

AT END OF VISIT CARD MUST BE RETURNED TO THE INFORMATION DESK.

PLEASE NOTE VISITING HOURS ON OTHER SIDE.

Wed Sat afternoon

VISITING HOURS

	SUN.-TUES. THURS.-SAT.	MON.-WED. FRI.
OBSTETRICS (MATERNITY)	2.15-3 P. M.	7-8 P. M.
ACUTE	1 -2 P. M.	7-8 P. M.
CHRONIC	1 -2 P. M.	7-8 P. M.
TUBERCULOSIS	SUNDAY ONLY 1 -2 P. M.	7-8 P. M.
PEDIATRICS (CHILDREN)	SUNDAY ONLY 1 -2 P. M.	———

EXCEPTION TO THESE HOURS IN EMERGENCY ONLY

(OVER)

BCH 87 MDB 9008

PATIENT_____ DIVISION_____

VISITING CARD

THIS CARD WILL ADMIT TWO PERSONS, BUT NOT MORE THAN TWO WILL BE PERMITTED AT BEDSIDE AT THE SAME TIME.

CHILDREN UNDER 12 YEARS NOT PERMITTED.

SHOW CARD TO THE ELEVATOR OPERATOR BEFORE ENTERING CAR.

AT END OF VISIT CARD MUST BE RETURNED TO THE INFORMATION DESK.

PLEASE NOTE VISITING HOURS ON OTHER SIDE.

1 Ot Roof Ward

VISITING HOURS

	SUN.-TUES. THURS.-SAT.	MON.-WED. FRI.
OBSTETRICS (MATERNITY)	2.15-3 P. M.	7-8 P. M.
ACUTE	1 -2 P. M.	7-8 P. M.
CHRONIC	1 -2 P. M.	7-8 P. M.
TUBERCULOSIS	SUNDAY ONLY 1 -2 P. M.	7-8 P. M.
PEDIATRICS (CHILDREN)	SUNDAY ONLY 1 -2 P. M.	_____

EXCEPTION TO THESE HOURS IN EMERGENCY ONLY

(OVER)

PEYTON-RYAN MAY 1ST, 1940 SERIAL #168
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE
(Name of building, room number, street address)
RECORD ROOM WEST END OF BLDG. A

1. Title "DISEASE INDEX FILE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1911 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 STEEL FILE DRAWERS, APPROX. 2000 IN EACH DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NO LABELING DUE TO FACT THAT FILING IS NOT COMPLETED.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DISEASE INDEX FILE, MADE UP FROM
(Purpose and general nature of record. Principal items of information
(INDEX FILE CARDS ACTIVE) SERIAL NO. 135.
shown. Summary of forms used in making record, their headings, etc. If a very
THESE CARDS ARE MADE UP UNDER THE NAME OF EACH
general or miscellaneous record, detailed information as to type of records
DISEASE, AND THEN GIVEN A CODE NUMBER, ACCORDING
contained and dates covered by each should be given. Unless contents of these
TO A PUBLICATION ENTITLED, "STANDARD CLASSIFIED
records are described by other Forms 12-13HR, such forms should be filled out
NOMENCLATURE OF DISEASES", AND ARE THEN FILED
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued UNDER THIS CODE NUMBER. THESE RECORDS ARE ONLY COMPILED FOR RESEARCH AND STATISTICAL PURPOSES. SEE B.C.H. FORM NO. 77 ATTACHED.

7. Arrangement NUMERICALLY BY CODE NUMBER OF DISEASE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size OF DRAWER: 4½" x 11½" x 24" SIZE OF CARDS: 3" x 5".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN RECORD ROOM, WEST END OF BLDG. A, IN STEEL FILE CABINET.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

INDEX TO REPORTS

BALTIMORE CITY HOSPITALS - INFIRMARY

82

DATE OF REPORT	SERIAL No.	TITLE	DATE OF RECORD
1-10-40	1	Division or Admitting Card	1925---
1-10-40	2	Division or Admitting Card	1925---
1-10-40	3	Division or Admitting Card	1925---
1-11-40	4	Admission Record - Infirmary	1776-1901
1-12-40	5	Department Accounts	1909-1925
1-15-40	6	Financial Statement	1918-1924
1-16-40	7	Division or Admitting Card	1925---
1-16-40	8	Division or Admitting Card	1925---
1-16-40	9	Division or Admitting Card	1925---
1-18-40	10	Infirmary Cards (Men's Infirmary)	1929---
1-19-40	11	Infirmary Cards	1929---
1-22-40	12	Infirmary Dispensary Cards	1934---
1-22-40	13	Infirmary Dispensary Cards	1934---
1-23-40	14	Morning Report (Men's Infirmary)	1936---
1-24-40	15	Stores Requisition (Men's Infirmary)	1938---
1-25-40	16	Stores Requisition - Women's Infirmary	1939---
1-25-40	17	Infirmary Cards	1929---
1-26-40	18	Stores Requisition Carpenter Shop	1934---
1-26-40	19	City of Baltimore Requisition	1938---
1-26-40	20	Instruments for Repair (Men)	1939---
1--40	21	Daily Division Food Order	1936---
1-31-40	22	Morning Report (Women's Infirmary)	1936---
1-31-40	23	Instruments for Repair (Women)	1939---
1-31-40	24	Dispensary Order	1938---
2-1-40	25	Narcotics Dispensary Order	1938---
2-2-40	26	Syphilis Treatment and Follow Up Chart	1937---
2-2-40	27	Division Laundry List and Requisition (Women's Infirmary)	1936---
2-5-40	28	Stores Requisition (Men's Dining Room)	1936---
2-5-40	29	Stores Requisition (Condemnation)	1936---

INDEX TO REPORTS

BALTIMORE CITY HOSPITALS – INFIRMARY

DATE OF REPORT	SERIAL NO.	TITLE	DATE OF REPORT
2-7-40	30	Provision Order	1937--.
2-8-40	31	Provision Requisition	1939--.
2-8-40	32	Memorandum of Partial Delivery of Supplies	1939--.
2-8-40	33	Bread List	1937--.
2-9-40	34	Dairy Farm Milk and Cream Order	1939--.
2-9-40	35	Provision Store Room Statement	1935--.
2-9-40	36	Post Index	1937--.
2-9-40	37	Daily Summary	1939--.
2-13-40	38	Monthly Inventory	1939--.
2-13-40	39	Monthly Statement	1939--.
2-14-40	40	Memorandum Order (Original)	1938--.
2-14-40	41	City of Baltimore Requisition	1937--.
2-16-40	42	Memo Order	1938--.
2-16-40	43	Stock Card	1938--.
2-16-40	44	Special Purchase Receipt	1935--.
2-16-40	45	Substitute Receipt	1935--.
2-17-40	46	Daily Receiving Report of Material for Stock	1936--.
2-19-40	47	Credit Ticket	1936--.
2-19-40	48	Stores Requisition	1936--.
2-21-40	49	Material Order	1936--.
2-23-40	50	Perpetual Index Inventory File	1936--.

INDEX TO REPORTS

Infirmary 82

DATE OF REPORT	SERIAL NO.	TITLE	DATE OF RECORD
2-23-40	51	(Record of Dead Patient's Clothes)	1937---
2-24-40	52	(Division Laundry List and Requisition - Men's Infirmary)	1939---
2-26-40	53	(History Folder)	1934---
2-26-40	53A	"Top History Sheet"	1934---
2-27-40	53B	"Staff Work Sheet"	1934---
2-27-40	53C	"Special Chart"	1934---
2-28-40	53D	"Order Chart"	1934---
2-28-40	53E	"Temperature Chart."	1934---
2-28-40	53F	"Laboratory Chart"	1934---
2-29-40	53G	"Certificate of Release"	1934---
2-29-40	53H	"Blood Pressure Chart."	1934---
2-29-40	54	"Container Record"	1935---
3-1-40	55	"Repair Book"	1938---
3-1-40	56	(Record of Repairs and Condemnation of Clothing and Linens)	1936---
3-4-40	57	"Scrap Materials"	1936---
3-4-40	58	"Record Book"	1936---
3-5-40	59	(Office Memorandum Cards)	1935---
3-5-40	60	Post Index	1937---
3-6-40	61	(Orderlies Uniforms Memo Cards)	1939---
3-7-40	62	(Supply Directory)	1936---
3-8-40	63	(Stores Requisition - Infirmary Office)	1938---
3-11-40	64	(Card Inventory of Equipment - Engineer Division)	1936---
3-12-40	65	(Memoranda of Telephone Calls for Repairs - Engineer Div.)	1936---
3-12-40	66	"Stores Requisition" (Engineer Division)	1939---
3-13-40	67	(Record Book Electrical Repairs - Engineer Division)	1940---
3-13-40	68	"Special Purchase Receipt" (Engineer Division)	1940---
3-14-40	69	"City of Baltimore Requisition" (Engineer Division)	1940---
3-14-40	70	(Incoming Correspondence - Engineer Division)	1938---
3-18-40	71	(Record of Materials Ordered for all Divisions of Hospital Group)	1940---
3-19-40	72	(Outgoing Materials)	1940---
3-19-40	73	(Materials - Incoming)	1940---
3-20-40	74	Stores Requisition	1938---

INDEX TO REPORTS

DATE OF REPORT	SERIAL NO.	TITLE	DATE OF RECORD
3-20-40	75	(Daily Summary of Work)	1936--.
3-21-40	76	"Stores Requisition"	1939--.
1-11-40	77	"Special Purchase Receipt"	1939--.
3-23-40	78	"City of Baltimore Requisition"	1939--.
3-23-40	79	"Record of Permutit Water Softener"	1934--.
3-26-40	80	"Boiler Control Report"	1936--.
3-26-40	81	"Boiler Room Report"	1939--.
3-27-40	82	(Railroad Arrival Notice)	1939--.
3-27-40	83	(Coal Record Book)	1938--.
3-28-40	84	"Boiler House Record"	1939--.
3-28-40	85	"Monthly Time Book"	1939--.
3-29-40	86	(Parts and Materials for Boiler)	1936--.
3-29-40	87	(Incoming Current)	1939--.
3-29-40	88	"Stores Requisition" (Sewing Room)	1933--.
3-30-40	89	"Order Book"	1938--.
3-30-40	90	(Complete Daily Work Record - Sewing Room)	1934--.

~~No. 54~~

GEORGE Y KWEDAR JAN. - 10 - 1940 SERIAL #1
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1925 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 309 CARDS - 5" x 8"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents DIVISION OR ADMITTING CARD: DIVISION CARD SHOWS NAME, CASE NO., ADD., SEX, COLOR, RELIGION, S.M.W.D., AGE, DATE OF BIRTH, BIRTHPLACE - MO. DAY, YR. - HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, BIRTHPLACE, MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS, HUSBAND OR WIFE, ADDRESS, RELATIVES OR FRIENDS, NAME, ADD. TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR, CLOTHING, VALUABLES.
ADMISSION SIDE SHOWS DATE, REG. OR EMERG., WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE, FROM - TO, SIGNED. BACK OF CARD SHOWS RESPIRATION CEASED AT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued A.M.-P.M., PRINCIPAL CAUSE OF DEATH, DURATION, WAS AN OPERATION PERFORMED, DATE, FOR WHAT DISEASE OR INJURY, BLOOD WASSERMAN, SPINAL FLUID WASSERMAN, AUTOPSY, M.D. CORONER'S CASE. See Below

7. Arrangement ALPHABETICALLY BY MALE PATIENT'S NAME (WHITE)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 7"X17"X19", 2 DRAWER STEEL CABINET
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) CONTAINING 309, 5"X8" CARDS.

11. Location by dates and quantities 2 DRAWER STEEL CABINET,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) ON DESK, AT EAST END OF HALL OF FIRST FLOOR.

12. Other information ITEM #6 CONTINUED. THIS FORM IS MADE UPON ENTRY
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2) AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH HE IS ASSIGNED UNTIL TRANSFER DISCHARGE OR DEATH. THEN THE CARD IS PLACED WITH INMATES CASE HISTORY. THEN SENT TO RECORD ROOM BUILDING A, GENEREL HOSPITALS.

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

~~No. 35~~

GEORGE Y KWEDAR JAN-10-1940 SERIAL # 2
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1925 to PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 229 CARDS 5" X 8"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents "DIVISION OR ADMITTING CARD": DIVISION CARD SHOWS NAME, CASE NO., ADDRESS, SEX, COLOR, RELIGION, S.M.W.D., AGE, DATE OF BIRTH, BIRTHPLACE, MO.-DAY-YEAR, HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS, HUSBAND OR WIFE, ADDRESS, RELATIVES OR FRIENDS, NAME, ADD., TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR, CLOTHING, VALUABLES, ADMISSION SIDE SHOWS DATE, REG. OR EMERG., WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE FROM-TO, SIGNED. BACK OF CARD SHOWS RESPIRATION CEASED AT, A.M., P.M., PRINCIPAL CAUSE OF DEATH,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1 OF SERIAL #1

6. Contents--continued DURATION, CONTRIBUTORY CAUSES, DURATION, WAS AN OPERATION PERFORMED, DATE, FOR WHAT DISEASE OR INJURY, BLOOD WASSERMAN, SPINAL FLUID WASSERMAN, AUTOPSY, M.D., CORONER'S CASE.

7. Arrangement ALPHABETICALLY BY MALE PATIENT'S NAME (WHITE)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2½' X 3' DESK — 2 x 9-5" X 8" CARDS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UPPER RIGHT DRAWER, IN DESK, AT EAST END OF HALL, ON SECOND FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM #6. CONTINUED. THIS FORM IS MADE UPON ENTRY AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH HE IS ASSIGNED UNTIL TRANSFER, DISCHARGE, OR DEATH. THEN THE CARD IS PLACED WITH INMATES CASE HISTORY. THEN SENT TO RECORD ROOM BUILDING A GENERAL HOSPITALS.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGEY KWEDAR JAN-10-1940 SERIAL # 3 ~~No 36~~
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1925 to PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 210 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents DIVISION OR ADMITTING CARD: DIVISION CARD SHOWS NAME, CASE No., ADDRESS, SEX, COLOR, RELIGION, S.M.W.D., AGE, DATE OF BIRTH, BIRTHPLACE-Mo. DAY YEAR, HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS HUSBAND OR WIFE, ADDRESS-RELATIVES OR FRIENDS, NAME, ADD, TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR, CLOTHING, VALUABLES, ADMISSION SIDESHOWS, DATE, REG. OR EMERG, WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE FROM - TO, SIGNED. BACK OF CARD SHOWS: RESPIRATION CEASED AT, A.M., P.M., PRINCIPAL CAUSE OF
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1 OF SERIAL #1

6. Contents--continued DEATH, DURATION, CONTRIBUTORY CAUSES, DURATION, WAS AN OPERATION PERFORMED, DATE, FOR WHAT DISEASE OR INJURY, BLOOD WASSERMAN, SPINAL FLUID WASSERMAN, AUTOPSY M.D., CORONER'S CASE,

7. Arrangement ALPHABETICALLY BY MALE PATIENT'S NAME (COLORED)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2½' x 3' DESK — 210-5" x 8", CARDS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UPPER RIGHT DRAWER IN DESK, AT EAST END OF HALL, ON THIRD FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM #6 CONTINUED. THIS FORM IS MADE UPON ENTRY AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH HE IS ASSIGNED UNTIL TRANSFER, DISCHARGE, OR DEATH. THEN THE CARD IS PLACED WITH INMATES CASE HISTORY. THEN SENT TO RECORD ROOM, BUILDING A, GENL. HOSPITAL.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #1-2-3

[DIVISION OR ADMITTING CARD]

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH 59 – MDB 9521

DIVISION CARD

NAME CASE NO.

ADDRESS

SEX COLOR RELIGION S.M.W.D.

AGE DATE OF BIRTH MO. DAY YEAR

BIRTHPLACE

HOW LONG IN U.S. IN BALTIMORE

FULL NAME OF FATHER BIRTHPLACE

MAIDEN NAME OF MOTHER BIRTHPLACE

OCCUPATION

EMPLOYER ADDRESS

HUSBAND OR WIFE

ADDRESS

RELATIVES OR FRIENDS

NAME	ADDRESS	TELEPHONE

INFORMATION GIVEN BY

BROUGHT BY HOUR

CLOTHING VALUABLES

ADMISSIONS

DATE	REG. OR EMERG.	WHERE SENT	DOCTOR

IMPRESSION:

TRANSFERS OR DISCHARGES

DATE	FROM	TO	SIGNED

(OVER)

RESPIRATION CEASED AT. A.M. P.M.

PRINCIPAL CAUSE OF DEATH

DURATION

DURATION

CONTRIBUTORY CAUSES

DURATION

DURATION

WAS AN OPERATION PERFORMED? DATE FOR WHAT DISEASE OR INJURY?

BLOOD WASSERMANN SPINAL FLUID WASSERMANN

AUTOPSY M.D.

CORONER'S CASE

GEORGE T KWEDAR JAN-11-1940 SERIAL #4
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [ADMISSION RECORD - INFIRMARY]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates DEC. 23, 1776 — JAN. 28, 1901.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 23 VOLUMES - LEATHER BOUND
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA No. 1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE VOLUMES CONTAIN THE RECORDS OF ADMITTANCES OF IMMATES AND PATIENTS. THE PAGES SHOW THE FOLLOWING DATA: PAGE No., DATE, NAME, BIRTHPLACE, AGE, HABIT (TEMPERATE OR INTEMPERATE), OCCUPATION, BY WHOSE ORDER ADMITTED, TIME AND MANNER OF LEAVING HOUSE. REMARKS: UNDER REMARKS ARE SUCH NOTATIONS AS "A BLIND MAN", "A COLORED MAN", "RHUEMATISM;"
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1 #2

6. Contents--continued "CONSUMPTION", "AN IDIOT", AND NAMES OF FRIENDS AND RELATIVES IN WHOSE CUSTODY RELEASED.

7. Arrangement CHRONOLOGICALLY BY DATE OF ADMITTANCE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 19 1/4 X 13 X 1 1/2" TO 3 1/2", APPROX 375 PAGES TO VOLUME.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ROOM 61, BASEMENT OF INFIRMARY, ON TABLE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information WRITING GOOD, BINDING BAD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

ITEM 6 CONT. IN 1866 "THE ALMSHOUSE" WAS OFFICIALLY CHANGED TO "BAY VIEW ASYLUM"; THEN, IN 1925 IT WAS AGAIN CHANGED TO BALTIMORE CITY HOSPITALS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

ITEM #4 SERIAL #4

[ADMISSION RECORD-INFIRMARY] ADDENDA #1

LABELING CONT.

VOL. NO.	DATES FROM TO		ADMITTING NO.
1.	DEC. 23. 1776 - MAY 25. 1826	"ALMS-HOUSE MUSTER ROLL"	1-8581
2.	MAY. 26. 1826 - DEC. 30. 1833	POOR HOUSE CITY REGISTER	
3.	JAN. 1. 1834 - JUNE. 30. 1840	CITY REGISTER C	
4.	JULY. 1. 1840 - OCT. 29. 1847	CITY REGISTER	
5.	MAR. 28. 1847 - DEC. 31. 1852	———	
6.	JAN. 1. 1853 - DEC. 31. 1858	CITY REGISTER	
7.	JAN. 1. 1859 - FEB. 20. 1866	———	
8-1	FEB. 21. 1866 - AUG. 9. 1867	———	
8.	AUG. 10. 1867 - SEPT. 10. 1869	———	
9.	SEPT. 11. 1869 - JAN. 31. 1872	BALTIMORE CITY REGISTER	
10.	FEB. 1. 1872 - AUG. 11. 1874	BALTIMORE CITY REGISTER	
11.	AUG. 12. 1874 - OCT. 31. 1876	BALTIMORE CITY REGISTER	
12.	NOV. 1. 1876 - JAN. 4. 1880	———	
13.	JAN. 1. 1880 - JULY. 31. 1882	BALTIMORE CITY REGISTER	
14.	AUG. 1. 1882 - FEB. 19. 1885	BALTIMORE CITY REGISTER P.	
15.	FEB. 19. 1885 - AUG. 9. 1887	———	
16.	AUG. 10. 1887 - NOV. 15. 1889	BALTIMORE CITY ALMSHOUSE REGISTER	
17.	NOV. 15. 1889 - FEB. 1. 1892	BALTIMORE CITY ALMSHOUSE REGISTER	
18.	FEB. 1. 1892 - OCT. 17. 1893	ALMS HOUSE REGISTER	
19.	OCT. 18. 1893 - JAN. 13. 1895	BALTIMORE CITY ALMSHOUSE	
20.	JAN. 14. 1895 - JAN. 22. 1896	BALTIMORE CITY ALMSHOUSE REGISTER	
21.	JAN. 23. 1896 - JUNE. 27. 1897	BALTIMORE CITY ALMSHOUSE	
22.	JUNE. 28. 1897 - JAN. 28. 1901	BALTIMORE CITY ALMSHOUSE	

376 [FORM 100]

SERIAL # 4

[ADMISSION RECORDS - INFIRMARY]

ITEM #6 CONTENTS CONT. ADDENDA #2

DATE 1901		NAME	BIRTH-PLACE	AGE Yrs.	AGE Mos	HABIT	OCCUPATION	BY WHOSE ORDER ADMITTED	TIME AND MANNER OF LEAVING HOUSE	REMARKS
Jan.	23	John Doe	Md.	53		Int.	Rigger	E. Duvall	Dis. Feb. 2, 1901	C. Friends Who. Mary Hill Carroll Co. Md.
"	"	Geo. Hill	Balto.	49		Int.	Lab.	L. B. Gough	Dis. Jan. 29, 1901	W. Med. No friends S P
"	"	Frank Jones	Va.	43		Temp.	Sailor	L. B. Gough	Dis. Jan. 30, 1901	Surg. Friend Jas. Williams 410 E. Pratt St.

$$\begin{array}{r} 25 \\ 12 \\ \hline 50 \\ 20 \\ \hline 250 \end{array}$$

$$\begin{array}{r} 12 \\ 20 \\ \hline 240 \end{array}$$

GEORGE T. KWEDAR, JAN. 12-1940 SERIAL # 5
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DEPARTMENT ACCOUNTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates DEC. 31. 1909 - DEC. 26. 1913; FEB. 22. 1917 - AUG. 25. 1920; SEPT. 1. 1920 - JANY. 21, 1925; JANY. 24, 1925 - MAR. 31, 1925. (i.e., 1909 - 1925)
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES WITH 150 TO 200 PAGES EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA #1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records DEC. 27, 1913 - FEB. 21, 1917.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

NO REASON FOR MISSING VOLUMES.

6. Contents THESE FOUR VOLUMES OF "DEPARTMENT ACCOUNTS" SHOW PAGE No., YEAR, MONTH, DAY, WARRANT NO., FROM WHOM PURCHASED, AMOUNT, DESCRIPTION, ADMINISTRATION SALARIES, ADMINISTRATION SUPPLIES, STORE ROOM, HOSPITAL SALARIES, HOSPITAL SUNDRIES, HOSPITAL SUPPLIES, DRUGS, LABORATORY, INSANE SALARIES, INSANE SUNDRIES, GEN. EXPENSES, ORDINARY REPAIRS, SPECIAL IMPROVEMENTS, PAINTING, LAUNDRY, FARM, STABLES, BEDDING,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued CLOTHING, FUEL, LIGHT, PHTHISIS HOSPITAL SALARIES, PHTHISIS HOSPITAL SUPPLIES, INFIRMARY SALARIES, INFIRMARY SUNDRIES, MESS STORE ROOM. THIS RECORD IS AN ALL PURPOSE RECORD OF GENERAL EXPENSES FOR PURCHASES MADE AND SALARIES.

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 22" X 18" X 2" - APPROX. 150 PAGES TO VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ROOM 61, BASEMENT OF INFIRMARY ON TABLE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information VOLUMES IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 5

ITEM #4 "DEPARTMENT ACCOUNTS" ADDENDA #1

LABELING CONT.

VOLUMES	DATES FROM TO	
FIRST	DEC. 31. 1909 - DEC. 26. 1913	INVOICE BOOK BAY VIEW
SECOND	FEB. 22. 1917 - AUG. 25. 1920	DEPARTMENT ACCOUNTS
THIRD	SEPT. 1. 1920 - JANY. 21. 1925	DEPARTMENT ACCOUNTS B. V. A.
FOURTH	JANY. 24. 1925 - MAR. 31. 1925	DEPARTMENT ACCOUNTS B. V. A.

"DEPARTMENT ACCOUNTS" SERIAL #5

1925

ITEM #6 CONTENTS CONT. ADDENDA #2

9

DEPARTMENT ACCOUNTS MARCH

DATE 1925	WARRANT NO.	FROM WHOM PURCHASED	AMOUNT	DESCRIPTION	ADMINISTRATION SALARIES	ADMINISTRATION SUPPLIES	STORE ROOM	HOSPITAL SALARIES	HOSPITAL SUNDRIES	HOSPITAL SUPPLIES	DRUGS	LABORATORY	INSANE SALARIES	INSANE SUNDRIES
MARCH 5	428	DANIEL. A	10 71	STEAM FIREMAN 3 DAYS	10 71									
"	429	HAHN. WM	3 57	" " 1 DAY	3 57									
"	430	SHEETS CHAS	3 57	" " "	3 57									
"	431	BOYL IMP. Co	453 15	TEA										
"	432	HEARN E.F.R.L.	120 00	PEARS										
"	433	" " "	154 75	VEGETABLES										
						25 47	4 22							
								1703 88	2 31					
										15 00	63 70			
												1 50		15 00
													895 13	

GEN. EXPENSES.	ORDINARY REPAIRS	SPECIAL IMPROVEMENTS	PAINTING	LAUNDRY	FARM	STABLES	BEDDING	CLOTHING	FUEL	LIGHT	PHTHISIS HOSPITAL SALARIES	PHTHISIS HOSPITAL SUPPLIES	INFIRMARY SALARIES	INFIRMARY SUNDRIES	MESS STORE ROOM
		250 01		165 00			12 13		86 00		867 29	120 14	620 50		18 50
									6 00			2 00			120 00
75 14						20 22			4 00			2 00			54 00
						14 00			2 00						76 00
31 00	3 92		95 55		4 41		12 13		2 00						154 75

GEORGE & KWEDAR JAN. 15, 1940 SERIAL #6
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "FINANCIAL STATEMENT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates DEC. 31, 1918 – DEC. 31, 1924
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 37 SHEETS (LOOSE)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA #1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records JAN. to DEC. 1919; FEB. MAR. APR. MAY JUN. AUG. SEPT. NOV. 1920; JAN. FEB. MAR. APR. MAY. JULY. AUG. SEPT. OCT. 1921; JAN. FEB. MAR. APR. MAY. JUNE. 1922; JAN. 1923.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents FINANCIAL STATEMENT IS A MONTHLY REPORT AND SHOWS SALARIES, PROVISIONS, FUEL + LIGHT, CLOTHING + BEDDING, DRUGS + HOSPITAL SUPPLIES, HORSES + COWS, GENERAL EXPENSES, ETC., LABORATORY SUPPLIES, EQUIPPING COL. T.B. HOSP., NEW AMBULANCE AND OTHER MISCELLANEOUS ITEMS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF STATEMENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12" x 16½" - 37 SHEET (LOOSE).
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ROOM #61, BASEMENT OF INFIRMARY
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN VOLUME #10, BALTIMORE CITY REGISTER
ON TABLE.

12. Other information THESE SHEETS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE RECORDS HAVE BEEN DISCONTINUED.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #6

"FINANCIAL STATEMENT."

DEPARTMENT BAY VIEW ASYLUM

ITEM #4 LABELING CONT. ADDENDA #1

1- SHEET	FINANCIAL	STATEMENT	MONTH	ENDED	DEC. 31ST 1918
1- "	"	"	"	"	JAN. 31ST 1920
1- "	"	"	"	"	JULY. 31ST 1920
1- "	"	"	"	"	OCT. 31ST 1920
1- "	"	"	"	"	DEC. 31ST 1920
1- "	"	"	"	"	JUNE. 30TH 1921
1- "	"	"	"	"	NOV. 30TH 1921
1- "	"	"	"	"	DEC. 31ST 1921
1- "	"	"	"	"	JULY. 31ST 1922
1- "	"	"	"	"	AUG. 31ST 1922
1- "	"	"	"	"	SEPT. 30TH 1922
1- "	"	"	"	"	OCT. 31ST 1922
1- "	"	"	"	"	NOV. 30TH 1922
1- "	"	"	"	"	DEC. 31ST 1922
1- "	"	"	"	"	FEB. 28TH 1923
1- "	"	"	"	"	MAR. 31ST 1923
1- "	"	"	"	"	APRIL 30TH 1923
1- "	"	"	"	"	MAY. 31ST. 1923
1- "	"	"	"	"	JUNE. 30TH 1923
1- "	"	"	"	"	JULY. 31ST 1923
1- "	"	"	"	"	AUG. 31ST 1923
1- "	"	"	"	"	SEPT. 30TH 1923
1- "	"	"	"	"	OCT. 31ST 1923
1- "	"	"	"	"	NOV. 30TH 1923
1- "	"	"	"	"	DEC. 31ST 1923
1- "	"	"	"	"	JAN. 31.ST 1924
1- "	"	"	"	"	FEB. 29TH 1924
1- "	"	"	"	"	MAR. 31ST 1924
1- "	"	"	"	"	APRIL 30TH 1924
1- "	"	"	"	"	MAY. 31ST 1924
1- "	"	"	"	"	JUNE. 30TH 1924
1- "	"	"	"	"	JULY. 31ST 1924
1- "	"	"	"	"	AUG. 31ST 1924
1- "	"	"	"	"	SEPT. 30TH 1924
1- "	"	"	"	"	OCT. 31ST 1924
1- "	"	"	"	"	NOV. 30TH 1924
1- "	"	"	"	"	DEC. 31ST 1924

SERIAL #6

FINANCIAL STATEMENT

ITEM #6 CONTENTS CONT. ADDENDA #2

"FINANCIAL STATEMENT"

DEPARTMENT BAY VIEW ASYLUM

MONTH ENDED NOVEMBER 30, 1924.

		APPROPRIATION	INCREMENTS TO APPROPRIATIONS	TOTAL CR.	EXPENDED	BALANCE	ADJUSTMENTS DR.	ADJUSTMENTS CR.
SALARIES	6-16a	176,386,66	945,71	177,332,37	153,862,34	23,470,03		
PROVISIONS	6-16b1	150,000,00	6000,00	156,000,00	131,366,36	24,633,64		
FUEL & LIGHT	6-16b2	78,000,00		78,000,00	48,546,71	29,453,29		
CLOTHING & BEDDING	6-16b3	20,000,00		20,000,00	16,754,11	3,245,89		
DRUGS & HOSP. SUPPLIES	6-16b4	18,000,00		18,000,00	16,402,98	1,597,02		
PURCHASE OF HORSES & COWS	6-16-b5	3,000,00		3,000,00	3,000,00	0,000,00		
GENERAL EXPENSES, ETC.	6-16-b7	50,000,00	30,32	50,030,32	40,350,09	9,680,23		
LABORATORY SUPPLIES	6-16-b6	1,500,00		1,500,00	994,94	505,06		
EQUIPPING COL. T. B. HOSP.	6-16b62	8,000,00		8,000,00	1,840,32	6,159,68		
NEW AMBULANCE	6-16b61	4,000,00		4,000,00	547,50	3,452,50		
		508,886,66	6,976,03	515,862,69	413,665,35	102,197,34		

GEORGE & KWEDAR JAN. 16, 1940 SERIAL #7

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN., 1925 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 68 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents "DIVISION OR ADMITTING CARD": DIVISION CARD SHOWS NAME, CASE NO., ADD., SEX, COLOR, RELIGION, S.M.W.D., AGE, DATE OF BIRTH, BIRTHPLACE, MO., DAY, YR., HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, BIRTHPLACE, MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS, HUSBAND OR WIFE, ADDRESS, RELATIVES OR FRIENDS, NAME, ADD., TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR, CLOTHING, VALUABLES. ADMISSION SIDE SHOWS: DATE, REG. OR EMERG., WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE, FROM TO, SIGNED. BACK OF CARD SHOWS RESPIRATION CEASED, AT. A.M., P.M.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH 59.

6. Contents--continued PRINCIPAL CAUSE OF DEATH, DURATION, CONTRIBUTORY CAUSES, DURATION, WAS AN OPERATION PERFORMED, DATE, FOR WHAT DISEASE OR INJURY, BLOOD WASSERMANN, SPINAL FLUID WASSERMAN, AUTOPSY, M.D., CORONER'S CASE.

7. Arrangement ALPHABETICALLY BY FEMALE PATIENT'S NAME (WHITE)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14" X 8½" X 6½", 1 DRAWER STEEL CABINET CONTAINING 68, 5" X 8" CARDS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 DRAWER STEEL CABINET, ON DESK IN CENTER HALL, WEST END OF THIRD FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM 6 CONTINUED. THIS FORM IS MADE UPON ENTRY AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH SHE IS ASSIGNED UNTIL TRANSFER, DISCHARGE OR DEATH; THEN THE CARD IS PLACED WITH INMATES CASE HISTORY; THEN SENT TO RECORD ROOM, BUILDING A, GENL. HOSPITAL.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KINEDAR JAN. 16TH, 1940 SERIAL # 8 ~~No. 2~~
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN., 1925 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 51 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents "DIVISION OR ADMITTING CARD": DIVISION CARD SHOWS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
NAME, CASE NO., ADD., SEX, COLOR, RELIGION, S.M.W.D, AGE, DATE OF BIRTH, BIRTHPLACE, MO. DAY, YR, HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, BIRTHPLACE, MAIDEN MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS, HUSBAND OR WIFE, ADDRESS, RELATIVES OR FRIENDS, NAME, ADD., TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR CLOTHING, VALUABLES. ADMISSION SIDE, SHOWS DATE, REG. OR EMERG., WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE, FROM TO, SIGNED. BACK OF CARD SHOWS RESPIRATION CEASED AT, A.M., P.M., PRINCIPAL

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM-BCH-59

6. Contents--continued CAUSE OF DEATH, DURATION, CONTRIBUTORY CAUSES, DURATION, WAS AN OPERATION PERFORMED, DATE FOR WHAT DISEASE OR INJURY, BLOOD WASSERMAN, SPINAL FLUID WASSERMAN, AUTOPSY, M.D., CORONER'S CASE.

7. Arrangement ALPHABETICALLY BY FEMALE PATIENT'S NAME (WHITE)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14" X 8 1/2" X 6 1/2", 1 DRAWER, STEEL CABINET, CONTAINING 51, 5" X 8" CARDS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 DRAWER STEEL CABINET, ON TABLE, AT WEST END OF HALL OF FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM 6 CONTINUED THIS FORM IS MADE UPON ENTRY AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH SHE IS ASSIGNED UNTIL TRANSFER, DISCHARGE, OR DEATH. THEN THE CARD IS PLACED WITH INMATE'S CASE HISTORY AND SENT TO RECORD ROOM, GEN. HOSP., BUILDING A.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

GEORGE Y KWEDAR JAN. 16th, 1940 SERIAL # 9
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [DIVISION OR ADMITTING CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1925 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 74 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents "DIVISION OR ADMITTING CARD": DIVISION CARD SHOWS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
NAME, CASE NO., ADDRESS, SEX, COLOR, RELIGION, S.M.W.D., AGE, DATE OF BIRTH, BIRTHPLACE, MO., DAY, YEAR, HOW LONG IN U.S., IN BALTO., FULL NAME OF FATHER, MAIDEN NAME OF MOTHER, BIRTHPLACE, OCCUPATION, EMPLOYER, ADDRESS, HUSBAND OR WIFE, ADDRESS, RELATIVES OR FRIENDS, NAME, ADD., TELEPHONE, INFORMATION GIVEN BY, BROUGHT BY, HOUR, CLOTHING, VALUABLES. ADMISSION SIDE SHOWS DATE, REG. OR EMERG., WHERE SENT, DOCTOR, IMPRESSION, TRANSFERS OR DISCHARGES, DATE FROM TO, SIGNED. BACK OF CARD SHOWS RESPIRATION CEASED AT A.M. P.M., PRINCIPAL CAUSE OF

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM - B.C.H - 59

6. Contents--continued DEATH, DURATION, CONTRIBUTORY CAUSES, DURATION, WAS AN OPERATION PERFORMED, DATE, FOR WHAT DISEASE OR INJURY, BLOOD WASSERMAN, SPINAL FLUID WASSERMAN, AUTOPSY, M.D., CORONER'S CASE.

7. Arrangement ALPHABETICALLY BY FEMALE PATIENT'S NAME (COLORED)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14"X8½"X6½", 1 DRAWER STEEL CABINET, CONTAINING 74, 5"X8" CARDS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 DRAWER STEEL CABINET, ON TABLE AT WEST END OF HALL ON SECOND FLOOR.
(Room, vault, wall--N/E.S.W., section, bin, shelf, cabinet, (on floor)

12. Other information ITEM 6 CONTINUED - THIS FORM IS MADE UPON ENTRY AND STAYS WITH INMATE IN DIVISION OR WARD TO WHICH SHE IS ASSIGNED UNTIL TRANSFER, DISCHARGE, OR DEATH. THEN THE CARD IS PLACED WITH INMATES CASE HISTORY AND SENT TO RECORD ROOM, BUILDING A, GENERAL HOSPITAL.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BCH 59—MDB 9521

For SERIALS* 7-8-9-

DIVISION CARD

NAME CASE NO.

ADDRESS

SEX COLOR RELIGION S. M. W. D.

AGE DATE OF BIRTH MO. DAY YEAR

BIRTHPLACE

HOW LONG IN U. S. IN BALTIMORE

FULL NAME OF FATHER BIRTHPLACE

MAIDEN NAME OF MOTHER BIRTHPLACE

OCCUPATION

EMPLOYER ADDRESS

HUSBAND OR WIFE

ADDRESS

RELATIVES OR FRIENDS NAME ADDRESS TELEPHONE

INFORMATION GIVEN BY

BROUGHT BY HOUR

CLOTHING VALUABLES

Cancelled

ADMISSIONS

DATE	REG. OR EMERG.	WHERE SENT	DOCTOR

IMPRESSION:

TRANSFERS OR DISCHARGES

DATE	FROM	TO	SIGNED

(OVER)

RESPIRATIONS CEASED _____ AT _____ A. M. / P. M. _____

PRINCIPAL CAUSE OF OEATH

_____ OURATION _____

_____ DURATION _____

CONTRIBUTORY CAUSES

_____ DURATION _____

_____ OURATION _____

WAS AN OPERATION PERFORMEO? _____ DATE _____ FOR WHAT OISEASE OR

INJURY? _____

BLOOO WASSERMANN _____ SPINAL FLUIO WASSERMANN _____

AUTOPSY _____ _____ M. D.

CORONER'S CASE _____

GEORGEY KWEDAR JAN. 18, 1940 SERIAL # 10
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [INFIRMARY CARDS]
(Give present, full title in quotes; assigned title, if any, in brackets.
(MEN'S INFIRMARY)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1929 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 750 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE INFIRMARY CARDS ARE AN ASSIGNMENT-WORK-AND-CLOTHING-ISSUE CARD, AND ~~IS~~ ARE KEPT ACTIVE UNTIL TRANSFER, DISCHARGE OR DEATH. THEN ~~IT IS~~ THEY ARE PLACED IN AN INACTIVE DRAWER IN SUPERINTENDENT'S OFFICE, ROOM #200.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

INFIRMARY CARDS SHOW NAME, CASE No., ADDRESS, ADMITTED, BATH, TRANS. FROM, ROOM, CLOTHES, DISPENSARY, WORK GROUP No.,

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued PREV. OCCUP, DISCHARGED, ELOPED, DIED, REMARKS. BACK OF CARD SHOWS CONDUCT, DUTIES, SIGNATURE, SUPERVISOR - INFIRMARY.

7. Arrangement ALPHABETICALLY BY MALE PATIENT'S NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size APPROX. 750 CARDS, 3"X5", IN 2-DRAWER WOODEN CABINET, 15½"X11"X20½".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 2-DRAWER WOODEN CABINET, ON TABLE, IN ROOM #221, SECOND FLOOR INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information THESE CARDS ARE RETAINED IN DUPLICATE. ONE CARD IS KEPT IN ROOM #221; DUPLICATE IS KEPT IN OFFICE OF SUPERINTENDENT, ROOM #200.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #10

BCH 29

[INFIRMARY CARD]

MDB 10979

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH 29 INFIRMARY MDB 10979

NAME _____ CASE No. _____

ADDRESS _____ ADMITTED _____

BATH _____ TRANS. FROM _____

ROOM _____ REMARKS

CLOTHES _____

DISPENSARY _____

WORK GROUP No. _____

PREV. OCCUP. _____

DISCHARGED _____

ELOPED _____

DIED _____

CONDUCT _____

DUTIES _____

SIGNATURE _____

SUPERVISOR-INFIRMARY

GEORGE + KWEDAR JAN. 19, 1940. SERIAL #11
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [INFIRMARY CARDS]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1929 TO PRESENT DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 950 CARDS IN 1 ACTIVE DRAWER; 750 CARDS EACH, in 9 inactive DRAWERS; 1 DRAWER CORRES.; 7 DRAWERS EMPTY.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA #1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE INFIRMARY CARDS ARE AN ASSIGMENT WORK AND CLOTHING ISSUE CARD AND ARE MADE IN DUPLICATE, ORIGINAL STAYING IN MEN'S INFIRMARY, ROOM #221, OR WOMEN'S INFIRMARY, ROOM #216, DUPLICATE TO SUPT. OFFICE, ROOM 200. DUPLICATE COPY KEPT IN SUPT. OFFICE IN METAL CABINET DRAWER LABELED (ACTIVE), 9 DRAWERS LABELED ALPHABETICALLY ARE INACTIVE, 7 DRAWERS EMPTY AND ONE LABELED CORRES. ORIGINALS REMAIN ACTIVE UNTIL DISCHARGE OR DEATH WHEN THEY BECOME INACTIVE AND ARE SENT TO SUPT. OFFICE. INFIRMARY CARDS SHOW NAME, CASE NO, ADDRESS, ADMITTED, BATH, TRANS. FROM, ROOM, CLOTHES, DISPENSARY, WORK GROUP NO., PREV. OCCUP., DISCHARGED, ELOPED, DIED, REMARKS. BACK OF CARD SHOWS CONDUCT, DUTIES, SIGNATURE SUPERVISOR-INFIRMARY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY MALE AND FEMALE PATIENT'S NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size APPROX. 7100 CARDS, 3"X5", IN 18-DRAWER STEEL CABINET, 19"X16"X36".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ROOM #200-18-DRAWER STEEL CABINET, ON TABLE, WEST SIDE OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
ITEM 3 - 1 DRAWER LABELED "CORRES." IS EMPTY, ALSO 7 OTHER DRAWERS "NOT LABELED".

Attached is Card Sample BCH29.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #11

[INFIRMARY CARDS]

ITEM #4 LABELING CONT. ADDENDA #1

1 – DRAWER LABELED ACTIVE
2 – " NOT LABELED
3 – " NOT LABELED
4 – " LABELED PAT-ADV
5 – " LABELED CORRES
6 – " NOT LABELED
7 – " NOT LABELED
8 – " LABELED A.B.
9 – " LABELED C.D.
10 – " LABELED E.F.G
11 – " LABELED H.I.J
12 – " LABELED K.L
13 – " LABELED M.Mc
14 – " LABELED N.O.P.Q.R
15 – " LABELED S.T
16 – " LABELED U.V.W.X.Y.Z
17 – " NOT LABELED
18 – " NOT LABELED.

BCH 29 INFIRMARY SERIAL # 11 MDB 10979

Name..... Case No.....

Address..... Admitted.....

Bath..... Trans. from.....

Room.....

Clothes.....

Dispensary.....

Work Group No.....

Prev. Occup.....

Discharged.....

Eloped.....

Died.....

Remarks

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CONDUCT.....

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DUTIES.....

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Signature.....

SUPERVISOR-INFIRMARY

~~A-3~~

GEORGE Y KWEDAR JAN-22-40 SERIAL #12
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [INFIRMARY DISPENSARY CARDS]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 800 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ACTIVE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents INFIRMARY DISPENSARY CARDS SHOW NAME, CASE NO., DISCHARGED, ADMITTED, DISCHARGED, TRANSFERRED. THESE CARDS REMAIN ACTIVE UNTIL PATIENT IS TRANSFERRED, DISCHARGED, OR DIES. THESE CARDS ARE ALSO AN INDEX FOR "TOP HISTORY FOLDER" SEE SERIAL #53
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued

7. Arrangement ALPHABETICALLY BY NAME OF MALE & FEMALE PATIENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN & TYPED ON BLANK CARD. NAME, CASE NO, DATE OF ADMITTANCE, ARE TYPED. REMAINDER OF RECORD HANDWRITTEN.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14" X 5 1/2" X 17", 1 WOODEN FILE DRAWER CONTAINING APPROX. 800 3"X5" CARDS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TABLE OF DISPENSARY OF INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 12

INFIRMARY DISPENSARY CARD

ITEM #6 CONTENTS CONT. ADDENDA #1

[INFIRMARY DISPENSARY CARD]

JOHN BROWN RW 47325

ADMITTED - 1-16-36

DISCHG - 5-22-36

ADMITTED - 7-3-39

DISCHG - 8-8-39

GEORGE & KWEDAR 1-22-40 SERIAL # 13
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [INFIRMARY DISPENSARY CARDS]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1931 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 800 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INACTIVE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents "INFIRMARY DISPENSARY CARDS" SHOW
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
NAME, CASE NO., DISCHARGED, ADMITTED, DISCHARGED, TRANSFERRED, INACTIVE FILE IS KEPT FOR TRANSFERS, DISCHARGES, OR DEATHS. THESE ARE CARDS MADE OUT IN THE DISPENSARY FOR INMATES TAKEN SICK. A NOTATION IS MADE IN PENCIL ON ADMITTANCE FOR TREATMENT

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued AND UPON COMPLETION OF TREATMENT A NOTATION IS AGAIN MADE (DISCHARGED). THESE CARDS REMAIN IN ACTIVE FILE UNLESS TRANSFERRED, DEATH OR DISCHARGED COMPLETELY FROM INFIRMARY BLDG.

7. Arrangement ALPHABETICALLY BY MALE & FEMALE PATIENT'S NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN & TYPED ON BLANK CARD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
NAME, CASE NO., DATE OF ADMITTANCE ARE TYPED; REMAINDER OF RECORD HANDWRITTEN.

10. Size 14"X5½"X17", 1 WOODEN FILE DRAWER CONTAINING
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
APPROX. 800 3"X5" CARDS.

11. Location by dates and quantities ON TABLE OF DISPENSARY OF
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
INFIRMARY.

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

SERIAL # 13

INFIRMARY DISPENSARY CARD

ITEM #6 CONTENTS CONT. ADDENDA #1

INFIRMARY DISPENSARY CARD

JOHN JONES RW 47326

ADMITTED — 1-16-36

DISCHG — 5-22-36

ADMITTED — 7-3-39

DISCHG — 8-8-39

KWEDAR & GEORGE JAN. 23rd, 1940. SERIAL # 14
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTO. CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [MORNING REPORT]
(Give present full title in quotes; assigned title, if any, in brackets.
(MEN'S INFIRMARY.)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity NO COPY KEPT ON FILE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY REPORT SENT TO INFORMATION DESK, GENERAL HOSPITAL, BUILDING A - ABOUT 12:30 A.M. EACH MORNING, SHOWS REPORT FOR DAY OF, YEAR, DIVISION, BROUGHT FORWARD, ADMITTED, REC'D. BY TRANSFER, FROM DIV. #, TOTAL TO ACCOUNT FOR, TRANSFERRED, TO DIV. #, DISCHARGED, DIED, TOTAL LOSSES, TOTAL REMAINING, SUPERVISOR INFIRMARY. ONE COPY OF FORM MADE OUT FOR EACH FLOOR AS FOLLOWS: 1st FLOOR - A 2nd FLOOR - B, 3rd FLOOR C.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM SERIAL # 22.

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4'1½" X 11"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities NONE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information IT IS NECESSARY THAT THESE FORMS
(Condition of record if not good. Relation to other records.
BE SENT TO GENERAL HOSPITAL EACH MORNING
Information on prior, subsequent, or similar records. Whether record is known
SO THAT THE POPULATION BE ASCERTAINED OF THE
to have been kept earlier than dates shown in item 2)
DIFFERENT DIVISIONS OF THE HOSPITAL GROUP.

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR 1-24-40 SERIAL # 15
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION" [MEN'S INFIRMARY]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JULY, 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 225 SHEETS, 7 1/4" X 8 1/2".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUISITIONS MADE TO HOSPITAL STOREROOM FOR ALL MATERIALS, INCLUDING CLOTHING USED IN THE MEN'S INFIRMARY. RECORDS SHOW DEPARTMENT, DATE OF REQUISITION, DIVISION, REQUISITION NUMBER, QUANTITY ORDERED, DESCRIPTION, STOCK NUMBER, ORDER NUMBER, COST ACCOUNT NUMBER.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM-52

6. Contents--continued FORM ALSO SHOWS WHOM ORDERED BY, RECEIVED BY, APPROVED BY. THIS FORM IS MADE IN TRIPLICATE. 2 COPIES ARE SENT TO GENERAL STORGROOM, AND ONE COPY IS RETAINED IN DIVISION WHERE ORIGINATED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12" X 10" WOODEN FILE BOARD.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILEBOARD HANGING ON WEST WALL, ROOM # 221, MEN'S INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD SHAPE AND CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

FORM 32
MDS 8256L

BALTIMORE CITY HOSPITAL

SERIAL # 15

STORES REQUISITION

DEPARTMENT _____ DATE _____

DIVISION _____ REQ. NO. _____

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

ORDERED BY	RECEIVED BY	APPROVED

3

GEORGE & KWEDAR 1-25-40 SERIAL #16.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [STORES REQUISITION WOMEN'S INFIRMARY]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO PRESENT DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 30 SHEETS, 7 1/4" x 8 1/2"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUISITIONS MADE TO HOSPITAL STOREROOM FOR ALL MATERIALS, INCLUDING CLOTHING, USED IN THE WOMEN'S INFIRMARY. RECORDS SHOW DEPARTMENT, DATE OF REQUISITION, DIVISION, REQUISITION NUMBER, QUANTITY ORDERED, DESCRIPTION, STOCK NUMBER, ORDER NUMBER, COST ACCOUNT NUMBER. FORM ALSO SHOWS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM SERIAL #15

6. Contents--continued WHOM ORDERED BY, RECEIVED BY, APPROVED BY. THIS FORM IS MADE IN TRIPLICATE. 2 COPIES ARE SENT TO GENERAL STOREROOM, AND ONE COPY IS RETAINED IN DIVISION WHERE ORIGINATED. SEE FORM ATTACHED TO SERIAL #15.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILEBOARD ON DESK, ON EAST SIDE OF ROOM #216, WOMEN'S INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD SHAPE AND CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR 1-25-40 SERIAL # 17
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [INFIRMARY CARDS]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1929 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 194 CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE INFIRMARY CARDS ARE PATIENT'S
(Purpose and general nature of record. Principal items of information
ASSIGNMENT, WORK AND CLOTHING ISSUE, AND
shown. Summary of forms used in making record, their headings, etc. If a very
CONDUCT CARD AND ARE KEPT ACTIVE UNTIL
general or miscellaneous record, detailed information as to type of records
TRANSFER, DISCHARGE, OR DEATH. THEN They Are PLACED IN
contained and dates covered by each should be given. Unless contents of these
AN INACTIVE DRAWER IN STEEL CABINET, ROOM # 200.
INFIRMARY CARDS SHOW NAME, CASE No., ADDRESS,
records are described by other Forms 12-13HR, such forms should be filled out
ADMITTED, BATH, TRANS. FROM, ROOM, CLOTHES,
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM. BCH29

6. Contents--continued DISPENSARY, WORK GROUP No., PREV. OCCUP., DISCHARGED, ELOPED, DIED, REMARKS, BACK OF CARD SHOWS CONDUCT, DUTIES, SIGNATURE, SUPERVISOR—INFIRMARY.

7. Arrangement ALPHABETICALLY BY FEMALE PATIENT'S NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 DRAWER, 18"X6"X6", IN FILE CABINET, 19"X16"X36".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SUPT. OFFICE #200, STEEL CABINET, ON TABLE, WEST SIDE OF OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information THESE CARDS ARE RETAINED IN DUPLICATE ONE CARD IS KEPT IN ROOM #216; DUPLICATE IS KEPT IN OFFICE OF SUPERINTENDENT ROOM # 200.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)
_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 29 INFIRMARY SERIAL #17 MDB 10979

Name..... Case No.....

Address..... Admitted.....

Bath..... Trans. from.....

Room..... Remarks

Clothes.....

Dispensary.....

Work Group No.....

Prev. Occup.....

Discharged.....

Eloped.....

Died.....

CONDUCT.....

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DUTIES.....

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Signature.....

SUPERVISOR-INFIRMARY

GEORGE J KWEDAR 1-26-40 SERIAL # 18
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION" (CARPENTER'S SHOP)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates MAY-3-1934-TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 250 SHEETS 7¼" x 8½"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUISITIONS MADE TO HOSPITAL STOREROOM FOR ALL MATERIALS USED IN CARPENTER SHOP. RECORDS SHOW DEPARTMENT, DATE OF REQUISITION, DIVISION, REQUISITION NUMBER, QUANTITY ORDERED, DESCRIPTION, STOCK NUMBER, ORDER NUMBER, COST ACCOUNT NUMBER. FORM ALSO SHOWS ORDERED BY, RECIEVED BY, APPROVED BY. THIS FORM IS MADE IN TRIPLICATE.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM. SERIAL #15

6. Contents--continued 2 COPIES ARE SENT TO GENERAL STOREROOM, AND ONE COPY IS RETAINED IN DIVISION WHERE ORIGINATED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12" X 10" WOODEN FILEBOARD.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILEBOARD, RIGHT TOP DRAWER OF DESK, WEST WALL CARPENTER'S SHOP.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD SHAPE AND CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

~~No. 8~~

GEORGE A. KWEDAR JAN-26-1940 SERIAL #19
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "CITY OF BALTIMORE REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY, 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 SHEETS, 11" X 8½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION IS USED FOR PURCHASE OF SUPPLIES AND MATERIALS USED IN CARPENTER SHOP, WHICH ARE NOT CARRIED IN STOCK OF GENERAL STOREROOM. A MEMORANDUM SLIP IS MADE OUT IN CARPENTER SHOP FOR MATERIALS OR SUPPLIES TO THE GENERAL STOREROOM OFFICE AND UPON RECEIPT OF SAME A SPECIAL PURCHASE TICKET FORM AND A CITY OF BALTIMORE REQUISITION FORM ARE MADE. CITY OF BALTIMORE REQUISITION FORMS ARE SENT TO CITY PURCHASING AGENT, CITY HALL, AND WHEN MATERIAL OR SUPPLIES ARE DELIVERED TO CARPENTER SHOP A COPY OF CITY OF BALTIMORE REQUISITION FORM IS SENT ALONG WITH CHAUFFEUR FOR CARPENTER SHOP INFORMATION AND FILE. REQUISITION SHOWS: DEPARTMENT, DATE, DIVISION, REG. NO., COMPT. SYMBOL,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued CLASSIFICATION NO., CONFIRMING NO., (YES OR NO) QUANTITY, DESCRIPTION, UNIT PRICE, VENDOR, ORDER NO., COST ACCOUNT, ORDERED BY, DELIVER TO, APPROVED, BUREAU HEAD, DEPT. HEAD, APPROVED, DATE, BUREAU CONTROL & ACCOUNTS.

7. Arrangement CHRONOLOGICALLY BY DATE OF RECEIVING SUPPLIES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 14x9, 150 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities KEPT IN DESK TOP RIGHT DRAWER, WEST END CARPENTER SHOP IN BASEMENT OF INFIRMARY BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

ITEM #7 - CONTINUED: THIS FORM IS IN NUMERICAL ORDER IN GENERAL STOREROOM BUT CHRONOLOGICALLY BY DATE OF RECEIVING MATERIAL OR SUPPLIES.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 19

CITY OF BALTIMORE REQUISITION

ITEM #4 LABELING CONT. ADDENDA #1

CITY OF BALTIMORE
REQUISITION

DEPARTMENT - BALTO CITY HOSPS. DATE JAN. 2. 1940

DIVISION - CARPENTER SHOP REG. NO - 248

COMPT. SYMBOL - 6.22

CLASSIFICATION NO. 31 CONFIRMING - NO
YES OR NO

QUANTITY	DESCRIPTION	UNIT PRICE	VENDOR	ORDER NO	COST ACCOUNT
12	1LB. CANS PLASTIC WOOD				
10	LBS FLAKE GLUE				

ORDERED BY - PORTER - DELIVER TO - 4940 EASTERN AVE

APPROVED

BUREAU HEAD

DEPT. HEAD

APPROVED

DATE

248
BUREAU CONTROL + ACCOUNTS

GEORGE & KWEDAR 1-26-40 SERIAL # 20 NEW
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "INSTRUMENTS FOR REPAIR" (MEN)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 50 SHEETS, 11"X4 1/4".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUISITIONS FOR REPAIR WORK ORIGINATING IN THE MEN'S INFIRMARY. THESE FORMS ARE MADE IN DUPLICATE. ONE COPY TO DEPARTMENT WHERE REPAIRS ARE MADE; DUPLICATE REMAINING IN MEN'S INFIRMARY, ROOM # 221. RECORDS SHOW INSTRUMENTS FOR
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE FORM ATTACHED BCH-106

6. Contents--continued REPAIR, DEPT. ITEM, DATE, QUAN., TOTAL, LOT NO., SENT BY, RECEIVED BY, DATE.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILEBOARD HANGING ON WEST WALL, IN MEN'S INFIRMARY, ROOM # 221.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 106

Serial #20

INSTRUMENTS FOR REPAIR

DEPT. ITEM	DATE	QUAN.

TOTAL .....

LOT NO. .....

SENT BY .....

RECEIVED BY: .....

.....

DATE: .....

MDB 12541

GEORGE & KWEDAR Jan., 1940. SERIAL # 21
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DAILY DIVISION FOOD ORDER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 4400 sheets.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE FORMS ARE ISSUED DAILY;
(Purpose and general nature of record. Principal items of information
ONE FOR EACH FLOOR - NAMELY, 1st, 2nd, 3rd FLOOR,
shown. Summary of forms used in making record, their headings, etc. If a very
TO PROPERTY STOREROOM FOR STORES NECESSARY
general or miscellaneous record, detailed information as to type of records
TO FEED PATIENTS ON DIET. THESE FORMS ARE
contained and dates covered by each should be given. Unless contents of these
MADE IN DUPLICATE: ONE TO PROVISION STOREROOM
records are described by other Forms 12-13HR, such forms should be filled out
AND DUPLICATE IS KEPT BY NURSE IN CHARGE
and attached)
IN THE INFIRMARY DISPENSARY.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH-42

6. Contents--continued THIS FORM ALSO SHOWS DIVISION, DATE, NUMBER OF PATIENTS, NUMBER OF HELPERS, TOTAL, REGULAR DIET, SOFT DIET, LIGHT DIET, LIQUID DIET, SPECIAL DIET, ITEM, QUANTITY, BREAD, BUTTER, BUTTERMILK, COFFEE, EGGS (RAW), LEMON JUICE, MILK, ORANGE JUICE, SALT, SUGAR, TOMATO JUICE, SUPV. NURSE.

7. Arrangement CHRONOLOGICALLY BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4'/4" X 1'/4", APPROX. 4400 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN ROOM #216, ON FLOOR, FILED IN BUNDLES.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE FOOD ORDERS ARE KEPT ON FILE BOARD, ON DESK, NURSE IN CHARGE, OFFICE, ROOM #216, FOR ONE YEAR, THEN PUT IN BUNDLE WITH OTHER FOOD ORDERS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 42 SERIAL #27 MDB 8047

BALTIMORE CITY HOSPITALS

— DAILY DIVISION FOOD ORDER

Division ..... Date .....

Number of Patients .....

Number of Helpers .....

Total .....

Regular Diet ..... Soft Diet .....

Light " ..... Liquid " .....

Special " .....

.....

ITEM	QUANTITY
Bread	
Butter	
Buttermilk	
Coffee	
Eggs (Raw)	
Lemon Juice	
Milk	
Orange Juice	
Salt	
Sugar	
Tomato Juice	

.....

SUPV. NURSE

Property
36
3 daily
ROOM 216
Duplicate
RESTORE ROOM
LOCATION.
?
1/2

No ~~[illegible]~~

GEORGE & KWEDAR 1-31-40 Original #22
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "MORNING REPORT" (Women's Infirmary)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 to DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity NO COPY KEPT ON FILE, ORIGINAL TO GEN. HOS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY REPORT SENT TO INFORMATION DESK, GENERAL HOSPITAL, BUILDING A, ABOUT 12.30 A.M. EACH MORNING. THIS IS A REPORT FOR DAY OF, YEAR, DIVISION, BROUGHT FORWARD, ADMITTED, RECD. BY TRANSFER, FROM DIVISION #, TOTAL TO ACCOUNT FOR, TRANSFERRED, TO DIV. #, DISCHARGED, DIED, TOTAL LOSSES, TOTAL REMAINING, NURSE. ONLY ONE COPY OF THIS FORM IS MADE; NO DUPLICATE KEPT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM # BCH25

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size DRAWER OF DESK.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities DRAWER OF DESK, WEST END OF HALL, FIRST FLOOR, WOMEN'S INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information NONE.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #22

BCH 25 MDB 7544

BALTIMORE CITY HOSPITALS
Morning Report

Report for Day of.....19.....

Division.....

Brought Forward.....

Admitted.....

Rec'd by transfer.....
From Div.# .....

Total to account for.....
Transferred.....
To Div.#

Discharged

Died.....

Total losses.....

Total remaining.....

.....
Nurse

Sent to Supra on Back
Burdinis - Nightly.

GEORGEY KWEDAR JAN. 31-1940 SERIAL # 23 NO
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "INSTRUMENTS FOR REPAIR" (WOMEN)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 20 SHEETS, 11" X 4 1/4".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE REQUISITIONS FOR REPAIR WORK ORIGINATING IN THE WOMEN'S INFIRMARY. THESE FORMS ARE MADE IN DUPLICATE. ONE COPY TO DEPARTMENT WHERE REPAIRS ARE MADE; DUPLICATE REMAINING IN WOMEN'S INFIRMARY, ROOM # 216. RECORDS SHOW INSTRUMENTS FOR REPAIR, DEPT. ITEM, DATE,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE FORM ATTACHED BCH-106

6. Contents--continued QUAN, TOTAL, LOT NO., SENT BY, RECEIVED BY; DATE:

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILE BOARD, 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILE BOARD ON DESK ON EAST SIDE OF ROOM #216, WOMEN'S INFIRMARY.
(Room, vault, wall-N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 23

BCH 106

INSTRUMENTS FOR REPAIR

DEPT. ITEM	DATE	QUAN.

TOTAL .....

LOT NO. .....

SENT BY .....

RECEIVED BY: .....

.....

DATE: .....

MDB 12541

GEORGE & KWEDAR 1-31-40 SERIAL #24
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DISPENSARY ORDER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 500 SHEETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION IS FOR ALL DRUGS AND MATERIALS USED IN THE DISPENSARY WITH THE EXCEPTION OF NARCOTICS. THIS DISPENSARY ORDER SHOWS DATE, ORDER NUMBER, DEPARTMENT ORDERED FOR, DIVISION, COST ACCOUNT NUMBER, REQUISITION NUMBER, QUANTITY, SIZE; ALSO SHOWS DESCRIPTION OF MATERIAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued AND DRUGS ORDERED, STOCK NUMBER, UNIT PRICE, AMOUNT, MATERIAL DISBURSED FROM, AND RECIEVED BY. THESE FORMS ARE MADE IN TRIPLICATE, ORIGINAL AND DUPLICATE GOING TO PHARMACY, THIRD COPY RETAINED IN DISPENSARY.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION; NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size DRAWER MEDICINE CABINET.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities DRAWER OF MEDICINE CABINET, NORTH SIDE INFIRMARY DISPENSARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION. THESE FORMS ARE NUMBERED AND A COPY COULD NOT BE OBTAINED AS EACH FORM HAS TO BE ACCOUNTED FOR BY NURSE IN CHARGE.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #24

"DISPENSARY ORDER"

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH-111 MDB-8613

DESTROY NO COPIES

ACCOUNT FOR EACH SERIAL NUMBER

BALTIMORE CITY HOSPITALS

MATERIAL ORDER NO 60866

DATE

CHARGE THE FOLLOWING MATERIAL TO

DEPARTMENT REQ. NO

DIVISION ACCOUNT

QUANTITY	SIZE	DESCRIPTION	STOCK NO	UNIT PRICE	AMOUNT	
3	MATERIAL DISBURSED FROM					
			RECEIVED BY		ISSUED BY	

DIVISION FILE

GEORGE & KWEDAR 2-1-40 SERIAL #25
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [NARCOTICS DISPENSARY ORDER]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 100 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE NARCOTIC REQUISITIONS ARE MADE ONCE A WEEK AND ARE USED ONLY FOR NARCOTICS OR PREPARATIONS CONTAINING NARCOTICS. THESE FORMS ARE MADE IN TRIPLICATE. ORIGINAL AND DUPLICATE GOING TO PHARMACY, AND THIRD COPY IS RETAINED IN DISPENSARY. THESE FORMS SHOW DATE, ORDER NO., DEPT. ORDERED FOR, DIVISION, COST ACCT NO.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued REQUISITION No., QUANTITY, SIZE, AND DESCRIPTION OF MATERIAL AND DRUGS ORDERED, STOCK No., UNIT PRICE, AND AMOUNT, MATERIAL DISBURSED FROM, AND RECEIVED BY. THESE NARCOTICS ARE USED IN THE INFIRMARY DISPENSARY.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION, AND NUMERICALLY BY NUMBER OF REQUISTION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size DRAWER MEDICINE CABINET.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities DRAWER OF MEDICINE CABINET, NORTH SIDE, INFIRMARY DISPENSARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE FORMS ARE NUMBERED AND A COPY COULD NOT BE OBTAINED, AS EACH FORM HAS TO BE ACCOUNTED FOR BY NURSE IN CHARGE.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 25

[NARCOTICS DISPENSARY ORDER]

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH_111 MDB_8614

DESTROY NO COPIES

ACCOUNT FOR EACH SERIAL NUMBER

BALTIMORE CITY HOSPITALS

MATERIAL ORDER_NO. 60867

DATE

CHARGE THE FOLLOWING MATERIAL TO

DEPARTMENT REQ. NO

DIVISION ACCOUNT

QUANTITY	SIZE	DESCRIPTION	STOCK NO	UNIT PRICE	AMOUNT

3

MATERIAL DISBURSED FROM

RECEIVED BY ISSUED BY

DIVISION FILE

GEORGE F KWEDAR 2-2-40 SERIAL # 26.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "SYPHILIS TREATMENT AND FOLLOW UP CHART"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 8-9-37 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 34 SHEETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS FORM IS USED FOR PATIENTS IN THE INFIRMARY BUILDING REQUIRING SYPHILIS TREATMENT, AND SHOWS NAME, AGE, SEX, RACE, UNIT NO., ADDRESS, DIAGNOSIS, DIVISION NO., REACTIONS FROM TREATMENT (NOTE BELOW ANY REACTION) IMMEDIATE NITRITOID CRISIS, PAIN IN BACK, CARDIAC REACTION, URTICARIA, DELAYED SLIGHTLY, NAUSEA, VOMITING, CHILLS, FEVER, MALAISE, HEADACHE, URTICARIA, DIARRHOEA, DELAYED, JAUNDICE, SKIN RASH, ITCHING, SORE MOUTH, DROWSINESS, LOSS OF WEIGHT, AT ALL TIMES, DIMNESS OF VISION, FLICKERING OR SHIMMERING
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH #94

Note WAR Below. It should be WaR

6. Contents--continued SENSATIONS, FLASHES OF LIGHT, IF VISUAL DISTURBANCES OR ABNORMAL EYE, GROUNDS MAKE PERIMETRIC EXAMINATION, DATE, WAR BLOOD, REACTIONS WAR SPINAL FLUID, OPTIC NERVE HEADS, C.V. SYSTEM, CELL COUNT CS.F.), NEUROLOGICAL, GLOB. MASTIC, DOSAGE, NEO, TRYP, BIS, KI, SWIFT ELLIS, EX. & TR. BY.

7. Arrangement CHRONOLOGICALLY BY DATE OF CHART.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size DISPENSARY TABLE DRAWER, 11 X 15 X 18
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities DESK DRAWER, INFIRMARY DISPENSARY, SOUTH WALL, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

~~No. 50~~

George-Kwedar 2-2-40 No. 27
(Worker's full name) (Date) (Form identification number)
(Re-written)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospitals
(Office of custody) (Office which made the record, if different)

Address of office of custody Infirmary
(Name of building, room number, street address)

1. Title "Division Laundry List and Requisition" (Women's Infirmary)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936---
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity Approx. 160 sheets.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents This is a weekly laundry list made in triplicate.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

The instruction at the bottom of the list says:
"Do not use this form for personal laundry. Make out list in triplicate. Retain one copy (white) to check up replacement. Send two copies with soiled wash. Chauffeur to deliver one copy (Blue) with soiled wash to

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued laundry and use other copy (yellow) as requisition at linen store room. Enter QUANTITIES in first column. Laundry will use second column to check quantities, and reverse side of sheet for any remarks necessary.

7. Arrangement Chronologically by date of this form.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Handwritten on printed form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size In drawer of desk.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities Drawer of desk, in office of nurse in charge, north side of room 216.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #27

BCH 50

MDB 7305

BALTIMORE CITY HOSPITALS

DIVISION LAUNDRY LIST AND REQUISITION

DATE ..... DIVISION .....

	SOILED		ISSUES			SOILED		ISSUES	
	DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK		DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK
APRONS—BLUE					GLOVE CASES				
" GINGHAM					GOWNS—BLUE				
" WHITE					" DR'S. OR ISOLATION				
BABY—BANDS					" WHITE				
" BLANKETS					" CHILDREN'S				
" DIAPERS					JACKETS				
" GOWNS, FLANNEL					LININGS—BASSINET				
" SHIRTS					" DRUM				
BAGS—HAMPER—WHITE					PADS—HAMPTON				
" HAMPER—BLUE					" INSTRUMENT				
" NET					" QUILTED				
BATH ROBES—ADULT					PAJAMAS—MEN'S				
" " CHILDREN					" CHILDREN'S				
BIBS					PANTS				
BINDERS—ABDOMINAL					PETTICOATS				
" BREAST					PILLOW CASES				
" SCULTETUS					RESTRAINTS—CHILDREN'S ABD.				
" SPECIMEN, CHILDREN'S					" STRAIGHT BAND				
" T—(SINGLE)					" ELBOW				
" T—(DOUBLE)					" JACKET				
BLANKETS—BATH					" STRAIGHT JACKET				
" BED					SHAWLS				
" CHEST					SHEETS—BED—ADULT				
BLOOMERS					" " JUNIOR				
COVERS—AIR CUSHION					" " DRAW				
" BED PAN					" SPECIAL—CRANIOTOMY				
" BLANKET (BASSINET)					" " ETHER				
" BRADFORD FRAME					" " LACERATION				
" COMMODE CHAIR RING					" " LAPAROTOMY				
" DRESSING					" " PER				
" HOT WATER BOTTLE					" " WHEELER				
" ICE CAP					SHIRTS—BLUE				
" INSTRUMENT STAND					" UNDER				
" MATTRESS—ADULT					" TOP				
" " JR. BED					SOCKS				
" " CRIB					SPREADS				
" " BASSINET					STOCKINGS—ADULT				
" PACK					" INFANTS'				
" SCREEN					" CHILDREN'S				
" TABLE, DOUBLE					" OPERATING				
CURTAINS—BED—GREEN					STRIPS—CANVAS				
" " TAN					" CANVAS THOROCOPLASTY				
" " WHITE					STUPE FLANNELS				
" SHOWER					SUITS—DOCTOR				
DRESSES—CHECK					TOWELS—BATH—TURKISH				
" GRAY					" DISH—YELLOW BORDER				
" STRIPED					" FACE				
" DR.'S OPERATING					" OPERATING—HEAVY WHITE				
" NURSES' OPERATING					" TREATMENT—RED BORDER				
" BELTS FOR					TRIANGLES				
DRAWERS					WASH CLOTHS				

NOTE: DO NOT USE THIS FORM FOR PERSONAL LAUNDRY. MAKE OUT LIST IN TRIPLICATE. RETAIN ONE COPY (WHITE) TO CHECK UP REPLACEMENT. SEND TWO COPIES WITH SOILED WASH. CHAUFFEUR TO DELIVER ONE COPY (BLUE) WITH SOILED WASH TO LAUNDRY AND USE OTHER COPY (YELLOW) AS REQUISITION AT LINEN STORE ROOM. ENTER QUANTITIES IN FIRST COLUMN. LAUNDRY WILL USE SECOND COLUMN TO CHECK QUANTITIES, AND REVERSE SIDE OF SHEET FOR ANY REMARKS NECESSARY.

1936 -
1 each week
Made in triplicat 2 laundry 1 sent back for check
1 retain

Rod 216

57
3
156 160

N8H

GEORGE & KWEDAR 2-5-40 SERIAL # 28
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION" — (Men's Dining Room)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates OCT. 13, 936 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 SHEETS IN BUNDLE 7¼" X 8½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE REQUISITIONS ARE FOR ALL STORES AND KITCHEN UTENSILS USED IN MEN'S INFIRMARY DINING ROOM. THESE FORMS ARE MADE IN TRIPLICATE: 2 COPIES TO PROPERTY STOREROOM AND ONE KEPT IN MEN'S INFIRMARY DINING ROOM; ALSO SHOWS DEPARTMENT, DATE, DIVISION, DESCRIPTION, STOCK
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued NO., ORDER NO; COST ACCOUNT, NUMERAL 3, ORDERED BY, RECEIVED BY, APPROVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size BUNDLE, 7 1/4" X 8 1/2".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SOUTH WALL, MEN'S INFIRMARY, DINING ROOM, MAIN FLOOR, IN CUPBOARD.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 28

STORES REQUISITION (DINING ROOM)

ITEM #6 CONTENTS CONT. ADDENDA #1

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

STORES REQUISITION

DEPARTMENT DATE

DIVISION REQ. NO.

QUANTITY	DESCRIPTION	STOCK NO.	ORDER NUMBER	COST ACCOUNT

	ORDERED BY	RECEIVED BY	APPROVED
3			

GEORGE & KWEDAR 2-5-40 - SERIAL # 29
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION" (CONDEMNATION)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates OCT. 13, 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 40 SHEETS IN BUNDLE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE (SEE ADDENDA #1)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A STORES REQUISITION FORM MARKED (CONDEMNATION) AND IS USED FOR ALL CROCKERY, BROOMS, MOPS, POTS, PANS, TOWELS, KNIVES AND FORKS CONDEMNED. THIS FORM IS MADE IN TRIPLICATE: TWO TO GENERAL STOREROOM, AND ONE RETAINED MEN'S INFIRMARY DINING ROOM. FORM ALSO SHOWS DEPT., DATE, DIVISION,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DESCRIPTION, STOCK NO., ORDER NO., COST ACCOUNT, NUMERAL 3, RECEIVED BY, APPROVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size CUPBOARD, 8' X 6'.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SOUTH WALL MEN'S INFIRMARY
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
DINING ROOM, MAIN FLOOR.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 29

STORES REQUISITION
(CONDEMNATION)

ITEM #6 CONTENTS CONT. ADDENDA #1

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

STORES REQUISITION

DEPARTMENT DATE

DIVISION REQ. NO.

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

	ORDERED BY	RECEIVED BY	APPROVED
3			

GEORGE & KWEDAR 2-7-40 SERIAL # 30
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "PROVISION ORDER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2940 SHEETS 7" X 8½"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS PROVISION ORDER IS FOR PROVISIONS ORDERED AND DELIVERED TO PROVISION STORE ROOM FOR ALL BUILDINGS IN BALTO. CITY HOSPITALS GROUP AND ORDER ORIGINATES IN BUILDING A, GENERAL HOSPITAL.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

THIS FORM IS MADE IN 6 COPIES, AND ONLY THE 6th COPY, WHICH IS CALLED THE RECEIVING COPY,

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1 ATTACHED.

6. Contents--continued COMES TO PROVISION STORE ROOM FOR THEIR INFORMATION AND RECORD. RECORD SHOWS PROVISION ORDER NO., COMPTROLLER'S SYMBOL, NAME, ADDRESS, DATE, QUANTITY, UNIT, DESCRIPTION, DELIVERY DATE, UNIT PRICE, AMOUNT, "STATE BEST TERMS FOR PROMPT PAYMENT."

7. Arrangement NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 40" X 20" X 6'
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities WOODEN CABINET, EAST WALL, OFFICE PROVISION STORE ROOM, 1ST. FLOOR, INFIRMARY BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 30

"PROVISION ORDER"

ITEM # 6 CONTENTS CONT. ADDENDA # 1

BCH 48
MDB 7126

PLEASE NOTE

PROVISION STOREROOM
RECEIVING COPY

6

READ CAREFULLY:- NO INVOICES WILL BE PAID UNLESS ALL PROVISIONS OF THIS ORDER ARE COMPLIED WITH.

BALTIMORE CITY HOSPITALS
4940 EASTERN AVE.
PROVISION ORDER.

ORDER NUMBER MUST APPEAR ON ALL INVOICES

PROVISION ORDER No. 2921

NAME ARMOUR & CO BALTIMORE, MD.
ADDRESS UNION STOCKYARDS, CITY. 2-2-1940.

COMPTROLLERS SYMBOL 6.34

PLEASE FURNISH, SUBJECT TO INSPECTION AND APPROVAL BY HOSPITAL

DELIVER TO PROVISION STOREROOM BEFORE ___ M. ON DATE SHOWN BELOW

COST ACCOUNT 76-2

IF UNABLE TO FILL ORDER EXACTLY IN ACCORDANCE WITH DESCRIPTION, UNIT, AND PRICE HERE ON ASK BUYER FOR INSTRUCTIONS.

QUANITY	UNIT		DEL. DATE	UNIT PRICE	AMOUNT

STATE BEST TERMS FOR PROMPT PAYMENT

GEORGE + KWEDAR 2-8-40 SERIAL #31
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "PROVISION REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 3000 SHEETS 8½" X 11".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A COMPLETE ORDER FOR ALL FOOD USED IN ALL THE HOSPITAL KITCHENS AND IS MADE IN TRIPLICATE. IT ORIGINATES IN THE HOSPITAL KITCHEN MAKING REQUISITION.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

THERE ARE 4 HOSP. KITCHENS - BACK OF FORM PRINTED AND LINED TO SUCH AN EXTENT THAT EACH DIVISION CAN BE COST FIGURED. THIS FORM SHOWS - DEPT., DATE, REQ. NO., DIVISION, COST ACCT.,

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH-40

6. Contents--continued POPULATION, COST ACCT., ARTICLE, UNIT, REQ., DISB., PRICE, AMT., APPLES, BEANS, CHEESE, EGGS, MEATS, BEEF, NOODLES, ORANGES, SUGAR, TEA, BREAD, MILK.

7. Arrangement NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size WOOD CABINET 40" X 20" X 6'.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ACCOUNTING OFFICE, PROVISION STOREROOM, S.W. CORNER OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

ITEM 6 CONT.

12. Other information THESE FORMS ARE MADE IN TRIP.: THE ORIGINAL TO PROVISION STORE ROOM, 2nd COPY TO BUREAU CONTROL & ACCTS., NO. 3 TO HEAD DIETICIAN'S OFFICE.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

RECORDS GOOD CONDITION.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

BCH 40
MDB 7660

BALTIMORE CITY HOSPITALS
PROVISION REQUISITION

Period # 31

REQ. № 7603

DEPARTMENT _____ DATE _____

DIVISION _____ COST ACCT. _____

POPULATION _____ COST ACCT. _____

ARTICLE	UNIT	REQ.	DISB.	PRICE	AMOUNT	ARTICLE	UNIT	REQ.	DISB.	PRICE	AMOUNT
APPLES						MEATS OR FISH: BACON ENDS	LBS.				
APPLES						BACON, SLICED	LBS.				
BAKE SHOP ITEMS:						BEEF	LBS.				
BANANAS	BCH.										
BEANS						SOUP BONES	LBS.				
BEANS						NOODLES	BOX				
BUTTER	LBS.					OLEOMARGARINE, CUT	LBS.				
BUTTERMILK						OLEOMARGARINE, TUB	LBS.				
CABBAGE	BU.					ONIONS	BAG				
CARROTS	BU.					ORANGES	BOX				
CELERY	DOZ.					PARSLEY	BCH.				
CEREAL: CORN FLAKES						PEAS					
FARINA	LBS.					PEPPERS, GREEN	DOZ.				
HOMINY GRITS	LBS.					POTATOES	BAG				
OATMEAL	LBS.					POTATOES	BAG				
RALSTON	LBS.					RICE	LBS.				
						SALT	LBS.				
CHEESE	LBS.					SHORTENING	LBS.				
CHEESE, COTTAGE	LBS.					SUGAR	LBS.				
COFFEE	LBS.					TEA	LBS.				
CORN						TOMATOES					
CRACKERS, GRAHAM	LBS.					TOMATO JUICE	CASE				
CRACKERS,	LBS.					TOMATO PUREE	CASE				
CREAM, 20%	QTS.										
EGGS, FRESH	DOZ.										
EGGS, FROZEN WHOLE	LBS.					TELEPHONE ORDERS:					
						BREAD, WHITE	LOAVES				
FLOUR	BAG					BREAD	LOAVES				
LEMONS	DOZ.					MILK					
LETTUCE						MILK					
						MILK					
						MILK, SKIM					

ORDERED BY _____ CHAUFFEUR _____ RECEIVED BY _____

1 GENERAL STOREROOM

COST ACCOUNT	POPULATION		AMOUNT
	ACTUAL	REDISTRIBUTED	
TOTAL			

GEORGE + KWEDAR 2-8-40 SERIAL # 32
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "MEMORANDUM OF PARTIAL DELIVERY OF SUPPLIES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JUNE, 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 500 SHEETS, 5½" x 8½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS FORM IS A MEMO. OF PARTIAL SUPPLIES ORDERED ON ORIGINAL PROVISION REQUISITION AND DELIVERED IN ADVANCE. THIS PROVISION REQ. IS MADE ONE DAY AND DELD. FOLLOWING DAY. SUPPLIES NEEDED, DATE OF ORDER ARE GIVEN ON THIS MEMO; AND ALSO SHOWS PROV. REQUISITION NO. —, DELIVERED — AM/PM, TO
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM

6. Contents--continued — KITCHEN - QUANT. - ITEMS - CHECK BY COOK - RECEIVED BY - FOR KITCHEN - CHAUFFEUR.

7. Arrangement CHRONOLOGICALLY BY DATE OF MEMO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILE BOARD, 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UNDER COUNTER PROVISION STOREROOM, 1st FLOOR - EAST END ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information THESE RECORDS HAVE ONLY BEEN KEPT SINCE JUNE OF LAST YEAR AND ARE CONSIDERED A VALUABLE RECORD FOR FINAL CHECK ON PROVISION REQUISITION. RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MEMO. DELIVERY RECEIPT

MEMORANDUM OF PARTIAL DELIVERY OF SUPPLIES
FROM THE PROVISION STOREROOM ON

SERIAL #32

PROVISION REQUISITION NO._____

Delivered.....A.M. P.M.

TO.....KITCHEN

QUANT.	ITEMS	CHECK BY COOK

RECEIVED BY.....
For Kitchen

.....Chauffeur.....

GEORGE & KWEDAR 2-8-40 SERIAL # 33
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY-
(Name of building, room number, street address)

1. Title "BREAD LIST"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 1100 SHEETS - 8½" X 5½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY BREAD ORDER SHOWING AMOUNT OF BREAD ISSUED TO KITCHENS OF HOSPITAL GROUP. BREAD IS BOUGHT BY POUNDS AND IS DAY OLD. FORM ALSO SHOWS DATE RECD., DATE USED, ISSUED TO, WHITE 1 1/4#, 1 1/4# RYE, WHOLE WHEAT 1#, — POUNDS, C.W.S.R., W.W.S.R., W.W.R.W., MESS HALL, M. PSYCHO., F. PSYCHO., INF. KIT., M.T.B., GEN. HOSP., STAFF,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM-SERIAL #33

6. Contents--continued TOTAL.

7. Arrangement CHRONOLOGICALLY BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 12" X 10",
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UNDER COUNTER, PROVISION STOREROOM, EAST END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #33

BALTIMORE CITY
HOSPITALS

BREAD LIST
-----:------

DATE RECEIVED

.....193

- - - - - - - -

DATE USED

.....193

ISSUED TO	WHITE 1¼# LOAVES	1¼# RYE	WHOLE WHEAT 1#		POUNDS
C.W.S.R.					
W.W.S.R.					
W.W.R.W.					
MESS HALL					
M. PSYCHO					
M. PSYCHO					
INF. KIT.					
M. T. B.					
GEN.HOSP.					
S T A F F					
T O T A L					

GEORGE & KWEDAR 2-9-40 SERIAL # 34
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DAILY FARM MILK AND CREAM ORDER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates FEB., 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 365 SHEETS, 5½" X 8½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY FARM MILK AND CREAM ORDER OF ALL MILK AND CREAM SUPPLIED BY HOSPITAL DAIRY TO HOSPITAL KITCHENS. THIS FORM SHOWS: P.M., A.M., N. DIV., MILK GALS., P.M. A.M. MILK QTS., P.M. A.M. MILK ½ PINTS, P.M. A.M. SKIM GALS., P.M. A.M. CREAM QTS., P.M. A.M. RECEIVED BY, T.B. KIT. P.M. A.M., GEN. HOSP. & DIET P.M. A.M., STAFF K. P.M. A.M.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued INF'MY. P.M. A.M., STR.RM. P.M. A.M., TOTAL, P.M CHAUFFEUR A.M.
THIS FORM IS MADE IN DUPLICATE: COPY TO KITCHEN, ORIGINAL RETAINED STOREROOM.

7. Arrangement CHRONOLOGICALLY BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILE BOARD, 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UNDER COUNTER, IN PROVISION STOREROOM, 1st FLOOR, EAST WALL.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL# 34

DAILY FARM MILK & CREAM ORDER

.....P. M. .....A. M.

N DIV.	MILK GALS.		MILK QTS.		MILK 1/2 PINTS		SKIM GALS.		CREAM QTS.			RECEIVED BY
	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.		
T.B.KIT.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
GEN.HOS. & DIET		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
STAFF.K.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
INF'MY.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
STR. RM.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
TOTAL												P.M. CHAUFFEUR AM

DAILY FARM MILK & CREAM ORDER

.....P. M. .....A. M.

N DIV.	MILK GALS.		MILK QTS.		MILK 1/2 PINTS		SKIM GALS.		CREAM QTS.			RECEIVED BY
	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.	A.M.		
T.B.KIT.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
GEN.HOS. & DIET		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
STAFF.K.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
INF'MY.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
STR. RM.		XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX	PM	
	XXXX XXXX		XXXX XXXX		XXXXXX XXXXXX		XXXX XXXX		XXXX XXXX		AM	
TOTAL											P.M. CHAUFFEUR AM	

GEORGE + KWEDAR 2-9-40 SERIAL # 35
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [PROVISION STORE ROOM STATEMENT]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 900 SHEETS 8½" X 11".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A FINANCIAL STATEMENT OF PROVISIONS SHOWING PREVIOUS INVENTORY PLUS PURCHASES, PLUS FARM PRODUCTS, EQUALS TOTAL RECIEPTS; ALSO SHOWS FOOD ISSUED FOR MONTH, AND PRESENT INVENTORY. THIS FORM IS MADE IN DUPLICATE. ORIGINAL IS KEPT AT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ACCOUNTING OFFICE, PROVISION ROOM, DUPLICATE TO BUREAU OF CONTROL AND ACCOUNTS, CITY HALL.

7. Arrangement CHRONOLOGICALLY BY DATE OF FORM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indoxing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size WOODEN CABINET, 40" X 20" X 6'.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ACCOUNTING OFFICE,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) 1ST. FLOOR PROVISION STORE ROOM.

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR 2.9.40 Serial # 36 No. 19
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office Baltimore City Hospitals
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "POST INDEX"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates MAY 1937 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 INDEX BOOKS - APPROX. 300 ACTIVE CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling POST INDEX
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records APPROX. 3000 CARDS.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
THESE CARDS ARE PLACED IN AN INACTIVE FILE WHEN PROVISION LIST IS CHANGED OR AFTER EACH INVENTORY.

6. Contents THESE CARDS KEEP A PERPETUAL INVENTORY OF STORES AND SUPPLIES ON HAND AND ALSO VALUATION OF INVENTORY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
INDEX CARD SHOWS NAME OF FOOD COMMODITY, DATE, RECEIVED, @, VALUE, DISBURSEMENTS, VALUE, BALANCE.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE FORM ATTACHED - BCH - PROV. STORES - 102-C-5985-6P

6. Contents--continued

7. Arrangement ALPHABETICALLY BY NAME OF PROVISIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18" X 9" — 2 SIDE BOOK WITH POCKETS (ACTIVE)
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
BUNDLE, 8" X 5" (INACTIVE)

11. Location by dates and quantities ACTIVE CARDS KEPT ON DESK;
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
INACTIVE CARDS KEPT IN ONE BUNDLE,
WOODEN CABINET, ACCT. ROOM, PROV. STOREROOM.

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

DATE	RECEIVED	@	VALUE	DISBURSEMENTS	VALUE	BALANCE	DATE	RECEIVED	@	VALUE	DISBURSEMENTS	VALUE	BALANCE

SERIAL # 36

DATE	RECEIVED	@	VALUE	DISBURSEMENTS	VALUE	BALANCE	DATE	RECEIVED	@	VALUE	DISBURSEMENTS	VALUE	BALANCE

MUSTARD

DATE	RECEIVED	@	VALUE		DISBURSEMENTS	VALUE		BALANCE	DATE	RECEIVED	@	VALUE		DISBURSEMENTS	VALUE		BALANCE

BALTIMORE CITY HOSPITALS - PROVISION STORES 102-C-5985-6 P

DATE	RECEIVED	@	VALUE		DISBURSEMENTS	VALUE		BALANCE	DATE	RECEIVED	@	VALUE		DISBURSEMENTS	VALUE		BALANCE

GEORGE J KWEDAR 2-9-40 SERIAL #37
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DAILY SUMMARY"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 400 SHEETS, 13"x8½"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS DAILY SUMMARY IS USED TO KEEP FROM MAKING REPEATED ENTRIES EACH DAY, AND ALSO USED IN MAKING OUT DAILY PROVISION CARD. SEE SERIAL # 36. FORM ALSO SHOWS BREAD, APPLES, BACON, BEEF, BEANS, BEETS, BOLOGNA,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM-

6. Contents--continued OLEO, BUTTER, COFFEE, EGGS, MILK, CARROTS, CELERY, CHEESE, CREAM, ONIONS, PRUNES, RICE, TOMATO #10, JUICE, PUREE, VEAL, VINEGAR, YEAST. ONE FORM IS USED EACH DAY.

7. Arrangement CHRONOLOGICALLY BY DATE OF FORM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 13 Bundles, 13" x 8½" - ONE FOR EACH MONTH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities WOODEN CABINET ACCOUNTING ROOM, PROVISION STORE ROOM, EAST END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

DAILY SUMMARY

BREAD	BEEF	OLEO	BUTTER	COFFEE	EGGS	LEMONS SERIAL #37	MILK	ORANGES	SUGAR	TOMATOS#10
APPLES	CHOICE	CABBAGE		FARINA	B.MILK	PEACHES#10	PARSLEY	POTATOES	SALT	JUICE
	BEANS Cut #10	CARROTS			LETTUCE					PUREE
		CELERY				PEAS #10	PEPPERS	PRUNES		VEAL
BACON								RICE		
	BEETS#10				OATS	PEARS#10				VINEGAR
		CHEESE	CREAM		OIL					
	BOLOGNA				ONIONS	P.A. #10		BROWN S.	TEA	YEAST

Serial # 37

GEORGE + KWEDAR 2-13-40 SERIAL # 38
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [MONTHLY INVENTORY]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 60 EACH YEAR
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE RECORDS ARE KEPT FOR ONLY ONE YEAR AT A TIME, THEY ARE A MONTHLY INVENTORY OF ALL FOODS ON HAND AND VALUATION OF SAME AND ARE KEPT TO COMPILE A MONTHLY STATEMENT. THESE RECORDS ARE AFTERWARDS DESTROYED. THIS INVENTORY FORM SHOWS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DATE, ITEM ON HAND, PRICE, VALUE, FOODS LISTED AS FOLLOWS; ALL BRAN, BACON SLICED, CARROTS, DATES, EGGS, FARINA, GRAPES, HOMINY, ICE CREAM MIXES, JELLY, KALE, LIVER, MACE, NOODLES.

7. Arrangement ALPHABETICALLY BY NAME OF PROVISIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size ONE BUNDLE 13" X 8 1/2".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities WOODEN CABINET, ACCT. ROOM OF PROVISION STOREROOM, EAST END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 38

INVENTORY

Date.....19..

ITEM	ON HAND	PRICE	VALUE	ITEM	ON HAND	PRICE	VALUE
ALL BRAN				BEANS,Stg.SGRED.#10			
ALLSPICE				Beans,White,NAVY			
APPLES				BEAN SPROUTS			
APPLES, #10				BEEF, Chipped			
APPLE BUTTER,#10				BEEF, Corned			
APPLE JUICE, #10				BEEF,Corned,CANNED			
APPLE SAUCE,#2				BEEF, CHOICE			
APPLE SUACE,#10				BEEF, REGULAR			
APRICOTS, EVAP.							
APRICOTS, #2				BEETS, Fresh			
APRICOTS, #10				BEETS, Diced,#10			
ASPARAGUS, FRESH				BEETS,Sliced,#2			
ASPARAGUS, #2				BEETS,Sliced,#10			
				BERTS,Shoestg.#10			
				BLACKBERRIES			
BACON ENDS				BLUEBERRUES, #10			
BACON,SLICED				BROCCOLI,Fresh			
BAKING POWDER,12 oz.				BRUSSEL SPROUTS			
BAKING POWDER,10#				BREAD			
BAKING SODA				BUTTER, 92 SC.			
BANANAS				BUTTER,Salt Free			
BARLEY							
BAY LEAVES							
BEANS,Baked,#2½							
BEANS,Kidney,DRY				CABBAGE,Fresh			
BEANS, Lima, DRY				CANTALOUPES			
BEANS,Lima,FRESH				CAPERS			
BEANS,Lima, #2				CARROTS,Fresh			
BEANS,Lima, #10				CAULIFLOWER			
BEANS,Stringls.FRsh				CELERY			
BEANS,String,CUT#10				CELERY SALT			
BEANS,Stg.WHOLE #2				CHEESE,L.Horn			
BEANS,Stg.WHOLE #10				CHEESE,Amer.5#			

SHEET NO. 8

&&& ITEM	ON HAND	PRI-CE	VALUE	ITEM	ON HAND	PRI-CE	VALUE
CHERRIES, Maraschino				DATES			
CHERRIES, R.S.P. #10				D-ZERTA			
CHERRIES, Roy. An. #2½							
CHERRIES, Roy. An. #10							
CHOCOLATE, Bitter				EGGPLANT, Fresh			
CINNAMON, Ground				EGGS, Fresh			
CINNAMON, Stick				EGGS, Frozen, Whole			
CLOVES, Ground				EGG WHITES, Frozen			
CLOVES, Whole							
COCOA, 22%				FARINA			
COCOANUT, Moist				FIGS, Whole, #10			
COFFEE, Patients				FISH, Bonita			
COFFEE, Staff				FISH, Cod, (Hake)			
COLORING				FISH, Mackerel, Salt			
COOKIES, Bought				FISH, Salmon, Pink			
CORN, Fresh				FISH, Sardines			
CORN, G. B. #2				FLOUR, Cake			
CORN, Cream, No. 10				FLOUR, Pastry			
CORN, Whole, G.B. #10				FLOUR, Patent			
CORN FLAKES, 8 oz.				FLOUR, Rye			
CORN FLAKES, Bulk 10#				FLOUR, Whole Wheat			
CORN KIX							
CORN MEAL							
CORN STARCH				GELATINE, Flavored			
CRACKERS, Graham				"			
CRACKERS, Oyster				"			
CRACKERS, Soda, Plain				"			
CRACKERS, ", Premium				GELATINE, Plain			
CRANBERRIES				GINGER, Ground			
CREAM, 20%				GINGER MUFFIN MIX			
CREAM OF TARTAR				GRAPEFRUIT, Fresh			
CUCUMBERS, Fresh				GRAPEFRUIT, #5			
				GRAPEFRUIT JUICE #10			

SHEET NO. 4

ITEM	ON HND.	PRI-CE	VALUE	ITEM	ON HND.	PRI-CE	VALUE
GRAPE BUTTER #10				MILK, Fresh			
GRAPE NUTS				MILK SUGAR, Lactose			
GRAPES							
				MINCE MEAT			
				MINT, Fresh			
HAMS, Fresh				MUSHROOMS, Fresh			
HAMS, Canned or Smoked				MUSHROOMS, Canned			
HOMINY				MUSTARD, Dry			
HOMINY GRITS				MUSTARD, Prepared			
HONEY				MOLASSES, Fancy, NO "C"			
HONEYDEW MELONS				NOODLES, Alphabets			
HORSERADISH				NOODLES, Egg			
				NUTMEG, Ground			
ICE CREAM MIXES				NUTMEG, Whole			
				NUT MEATS, Pecan			
JELLY, Apple &							
JELLY,				OATS, Rolled Bulk			
				OIL, Cotseed Salad			
KALE				OIL, Olive			
				OLEOMARGARINE			
LAMB				OLIVES, Stuffed Green			
LEMONS				OLIVES, Ripe #10			
LETTUCE, Iceberg or Big Boston				ONIONS, Fresh			
LIMES				ONIONS, Pickeled			
LIVER				ONION SALT			
				ORANGES, Fresh			
				ORANGETTES, #10			
MACARONI, Elbow							
MACE							
MARAMLADE				PAPRIKA			
MILK, Buttermilk				PARSLEY			
MILK, Dry Whole				PARSNIPS			
MILK, Evaporated							

STORE NO. 4

ITEM	ON HND	POL-DER	VALUE	ITEM	ON HND	POL-DER	VALUE
PEACHES, Evap.				PLUMS, Fresh			
PEACHES, Fresh				PLUMS, G.Gage.#2½			
PEACHES,Halves.#10				PLUMS, Purple.#2½			
PEACHES, Pie, #10				PLUMS, Purple.#10			
PEACHES,Sliced.#2½				PORK LOINS			
PEACHES,Sliced.#10							
PEARS, Fresh				POTATOES, Sweet			
PEARS, #2½				POTATOES, White			
PEARS, No.10				PRESERVES,Asst'd.			
PEAS, Fresh				PRESERVES, #10			
PEAS, Green Split							
PEAS, Black Eyed				PRUNES			
PEAS, #2				PUFFED RICE			
PEAS, E. J. #10				PUFFED WHEAT			
PEAS, Sweet, #10				PUMPKIN, #10			
				PUNCH FLAVOR			
PEP							
PEPPER, Black							
PEPPER, Red				RADISHES, Fresh			
PEPPER, White				RAISINS, Seedless			
PEPPERS,Green,Fresh				RALSTON, Cereal			
PICKLES, Dill				RALSTON,Shredded			
PICKLES, Sweet				RASPBERRIES,Fresh			
PICKLE, Fr.Cu.Sli				RICE			
PICKLE, Fr.Cu.Rel.				RICE CRISPIES			
PICKLE,				RUTABAGAS			
PIMIENTOS							
PINEAPPLES,Fresh #10				SAGE			
PINEAPPLE, Crushed				SALT, Bulk			
PINEAPPLE, Sli.#10				SALT, Package			
PINEAPPLE,Sli. #2				SALTINES			
PINEAPPLE,Tidbits #10				SAUCE, Chili			
PINEAPPLE JUICE#10				SAUCE, Soy			

SHEET NO.6

ITEM	ON HND	PRI-OR	VALUE	ITEM	ON HND	PRI-OR	VALUE
SAUERKRAUT				TEA BAGS, Indiv.			
SAUSAGE, Fresh, LINK				TEA BAGE, Load			
SAUSAGE, Fresh, MEAT				TEA, Bulk			
SAUSAGE, Smoked, #1				THYME			
SAUSAGE, Smoked, #2				TOMATOES, Fresh			
SHORTENING, Best				TOMATOES, #2			
SHORTENING, Comp'd				TOMATOES, #10			
SHOULDERS, Fresh, F.C				TOMATOE CATSUP, #10			
SHOULDERS, Smoked or Canned				TOMATOE COCTAIL #10			
SHRED, WHEAT BISCUIT				TOMATOE JUICE, #2			
SHRIMP, Canned				TOMATOE JUICE, #10			
				TOMATOE PUREE, #10			
SOUPS, Canned				TUBETTINI			
				TURNIPS, White			
SPAGHETTI							
SPARE RIBS				UNEEDA BISCUITS			
SPINACH, Fresh							
SPINACH, #2½				VEAL			
SPINACH, #10				VINEGAR			
SQUASH							
STEELETTI				WATERCRESS			
STRAWBERRIES				WATERMELONS			
SUGAR, Brown				WHEATIES			
SUGAR, Granulated							
SUGAR, XXXX				YEAST			
SYRUP, Maple Flavor							
SYRUP, Blended				SHEET NO.1			
				" NO.2			
				" NO.3			
TANGERINES				" NO.4			
TAPIOCA				" NO.5			
				T O T A L			

GEORGE + KWEDAR 2-13-40 SERIAL # 39
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [MONTHLY STATEMENT]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 SHEETS, 14" X 8".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY RECORD OF ACCUMALATIVE EXPENDITURES OF FOOD TO GUIDE DIETARY DEPARTMENT TO KEEP WITHIN BUDGET.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

THIS FORM SHOWS DATE, DAY OF WEEK, NAMES OF DIFFERENT DINING ROOMS, SUCH AS STAFF, GENERAL HOSP., T.B., INFIRMARY;

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ALSO SHOWS AMOUNT EXPENDED IN EACH DINING ROOM DAILY, TOTAL EXPENDED FOR ALL DINING ROOMS MONTHLY.

7. Arrangement CHRONOLOGICALLY BY DATE OF MEMO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BUNDLE 14" X 8".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities WOODEN CABINET, ACCT. ROOM, PROVISION STORE ROOM, EAST END OF ROOM
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGEY KWEDAR 2-14-40 SERIAL #40
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND.

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [MEMORANDUM ORDER] (ORIGINAL)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY NO LOOSE LEAF SHEETS 11" X 8 1/2".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A MEMORANDUM ORDER SENT FROM GENERAL STORE ROOM TO THE ASST. SUPT. OF BALTO. CITY HOSPITALS REQUESTING HOSPITAL SUPPLIES TO BE REQUISITIONED. FORM SHOWS DATE, REQUEST NO, NAME OF ASST. SUPT., QUANTITY, DESCRIPTION OF ITEMS ORDERED; ALSO SHOWS SIGNATURE OF ASST. SUPT. OF HOSPITALS. THIS FORM IS MADE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued IN TRIPLICATE; 2 COPIES TO ASST. SUPT., NAMELY SECOND AND THIRD COPY, ORIGINAL STAYING IN OFFICE GENERAL STOREROOM. AFTER (CITY OF BALTO. REQ) IS MADE OUT. TRIPLICATE COPY IS RETURNED TO OFFICE GENL. STOREROOM AND SECOND COPY RETAINED BY ASST. SUPT. FOR RECORD.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUEST.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN PAPER 11" X 8 1/2".
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 LOOSE LEAF BINDER BOOK, 9 1/2" X 12".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, OFFICE GENERAL STOREROOM, S.E. CORNER ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
SEE SERIAL # 41 AS A CROSS REFERENCE.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE Y KWEDAR FEB-14-1940 SERIAL #41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "CITY OF BALTIMORE REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)
1937, 1938, APPROX. 5000 SHEETS; 1939, APPROX. 1200 SHEETS.

3. Quantity 1940, APPROX. 800 SHEETS.
(Number of volumes; filo drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DUPLICATE COPY OF REQUISITION TO CITY PURCHASING AGENT FOR ALL MATERIALS AND SUPPLIES REQUESTED BY MEMO. ORDER BY GENERAL STOREROOM. (SEE SERIAL #40). THIS REQUISITION SHOWS: DEPARTMENT, DATE, DIVISION, REG NO., COMPT SYMBOL, CLASSIFICATION NO., CONFIRMING NO. (YES OR NO), QUANTITY, DESCRIPTION,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued UNIT PRICE, VENDOR, ORDER NO., COST ACCOUNT, ORDERED BY, DELIVER TO, APPROVED, BUREAU HEAD, DEPT HEAD, APPROVED, DATE, BUREAU CONTROL AND ACCOUNTS.

7. Arrangement CHRONOLOGICALLY BY DATE AND NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1937-38, METAL CABINET: 26"X14"X12" 1939-WOODEN CABINET: 12"X14"X26" 1940-FILEBOARD: 10"X12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1937-38, GEN. STOREROOM, N.W. COR. ROOM; 1939, RECORDS N.E. COR OFFICE, GEN. STOREROOM; 1940 ON FILEBOARD, ON DESK, IN OFFICE, GEN. STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #41

CITY OF BALTIMORE REQUISITION

ITEM #4 LABELING CONT. ADDENDA #1

CITY OF BALTIMORE
REQUISITION

DEPARTMENT- BALTO CITY HOSPS. DATE JAN. 4, 1940

DIVISION- GENERAL STOREROOM REG. NO- 350

COMPT. SYMBOL - 6.45

CLASSIFICATION NO. 42 CONFIRMING - NO
YES OR NO

QUANTITY	DESCRIPTION	UNIT PRICE	VENDOR	ORDER NO	COST ACCOUNT

ORDERED BY- BROWN - DELIVER TO-4940 EASTERN AVE

APPROVED

BUREAU HEAD

DEPT. HEAD

APPROVED

DATE

265
BUREAU CONTROL & ACCOUNTS

GEORGE J. KWEDAR 2-16-40 SERIAL # 42
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [MEMO ORDER]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 150 SHEETS: 11" X 8½".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A MEMORANDUM ORDER RETURNED FROM OFFICE ASST. SUPT. SHOWING THAT MATERIAL OR SUPPLIES HAVE BEEN REQUISITIONED AND SHOWING THE NUMBER OF DIFFERENT ITEMS ORDERED, AS BUCKETS #2307, MOPS #3201. (SEE SERIAL #40 AS CROSS REFERENCE).
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN YELLOW PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 12" X 10".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HANGING ON SIDE OF DESK, OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE Y KWEDAR 2-16-1940 SERIAL # 43 No. 26
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [STOCK CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1350 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A STOCK CARD USED AS A CHECK FOR MATERIAL AND SUPPLIES REQUISITIONED. CARD SHOWS DATE, REQ, ISSUES, TOTAL.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED CARD - B.C.H. 67

6. Contents--continued

7. Arrangement NUMERICALLY BY STOCK NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4½" X 6½" X 12" - 4 DRAWER METAL CABINET.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EAST WALL, GENERAL STOREROOM OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

B C H 67

M D B 3850

Period #43

DATE		REQ.	ISSUES	TOTAL	DATE		REQ.	ISSUES	TOTAL	DATE		REQ.	ISSUES	TOTAL

MDB 7552
BCH 94

SERIAL # 26

BALTIMORE CITY HOSPITAL

SYPHILIS TREATMENT AND FOLLOW-UP CHART

NAME _____ AGE _____ SEX _____ RACE _____ UNIT NO. _____

ADDRESS _____ DIAGNOSIS _____ DIVISION NO. _____

REACTIONS FROM TREATMENT

(NOTE BELOW ANY REACTION)

IMMEDIATE

NITRITOID CRISIS
PAIN IN BACK
CARDIAC REACTION
URTICARIA

DELAYED SLIGHTLY

NAUSEA, VOMITING
CHILLS, FEVER
MALAISE, HEADACHE
URTICARIA, DIARRHOEA

DELAYED

JAUNDICE
SKIN RASH, ITCHING
SORE MOUTH, DROWSINESS
LOSS OF WEIGHT

AT ALL TIMES

DIMNESS OF VISION
FLICKERING OR SHIMMERING SENSATIONS
FLASHES OF LIGHT
IF VISUAL DISTURBANCES OR ABNORMAL EYE GROUNDS, MAKE PERIMETRIC EXAMINATION.

DATE	WaR BLOOD REACTIONS	WaR SPINAL FLUID OPTIC NERVE HEADS	C-V SYSTEM	CELL COUNT (S.F.) NEUROLOGICAL	GLOB. MASTIC DOSAGE				SWIFT ELLIS	EX. & TR. BY
					NEO	TRYP	BIS	KI		

GEORGEY KWEDAR 2-16-40 SERIAL # 44
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND.

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY.
(Name of building, room number, street address)

1. Title "SPECIAL PURCHASE RECEIPT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 1000 RECEIPTS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS PURCHASE RECEIPT IS FOR MERCHANDISE RECEIVED BY GENERAL STOREROOM FOR MATERIAL OR SUPPLIES FOR ANY OTHER DIVISION BUT STOREROOM. ORIGINAL RETURNED TO GENERAL STOREROOM SIGNED, BLUE TO DIVISION ORDERING SUPPLIES. YELLOW STAYS IN GENERAL STOREROOM, AND USED
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORMS-BCH 121

6. Contents--continued AS A TELL TALE, THEN DESTROYED. SPECIAL PURCHASE RECEIPT SHOWS DATE, QUANITY, UNIT, ITEM, JOB OR REQ, VENDOR, DIVISION, SIGNATURE, CHAUFFEUR.

7. Arrangement CHRONOLOGICALLY BY DATE OF RECEIPT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" X 7 1/4".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities METAL FILE CABINET IN GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECEIPTS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 121

MDB 9746

Serial 444

BALTIMORE CITY HOSPITALS
GENERAL STOREROOM
SPECIAL PURCHASE RECEIPT

DATE _____

QUANTITY	UNIT	ITEM	JOB OR REQ.	VENDOR

1

ALL SHORTAGES, DEFECTS, ERRORS IN DELIVERY, OR ANY CLAIM WHATSOEVER, MUST BE REPORTED TO GENERAL STOREROOM WITHIN 24 HOURS.

TO BE RETURNED TO GENERAL STOREROOM.

DIVISION _____

SIGNATURE _____

CHAUFFEUR _____

BCH 121

Serial # 404

MDB 9746

BALTIMORE CITY HOSPITALS
GENERAL STOREROOM
SPECIAL PURCHASE RECEIPT

DATE _____

QUANTITY	UNIT	ITEM	JOB OR REQ.	VENDOR

2

ALL SHORTAGES, DEFECTS, ERRORS IN DELIVERY, OR ANY CLAIM WHATSOEVER, MUST BE REPORTED TO GENERAL STOREROOM WITHIN 24 HOURS.

TO BE RETAINED BY RECIPIENT.

DIVISION _____

SIGNATURE _____

CHAUFFEUR _____

BCH 121

Serial #44

MDB 9746

BALTIMORE CITY HOSPITALS
GENERAL STOREROOM
SPECIAL PURCHASE RECEIPT

DATE _____

QUANTITY	UNIT	ITEM	JOB OR REQ.	VENDOR

3

ALL SHORTAGES, DEFECTS, ERRORS IN DELIVERY, OR ANY CLAIM WHATSOEVER, MUST BE REPORTED TO GENERAL STOREROOM WITHIN 24 HOURS.

TO BE RETAINED BY GENERAL STOREROOM.

DIVISION _____

SIGNATURE _____

CHAUFFEUR _____

GEORGE J KWEDAR 2.16.40 SERIAL #45
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "SUBSTITUTE DELIVERY RECEIPT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 2500 SLIPS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD USED WHEN VENDOR DOES NOT SEND DELIVERY TICKET WITH SHIPMENT. USED BY GENERAL STORES DIVISION ONLY. THIS FORM SHOWS DATE, FROM, REG. NO., FOR, HOW RECEIVED, R.R., PARCEL POST - TRUCK - EXPRESS - S.S. - QUAN. - ITEM - RECEIVED BY
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH-124

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF RECEIPT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12"X14"X48", METAL CABINET.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities OFFICE, GENERAL STOREROOM, NORTH WALL.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 124 MDB 10188

BALTIMORE CITY HOSPITALS

SUBSTITUTE DELIVERY RECEIPT

DATE _____

FROM _____

REQ. NO. _____ FOR _____

HOW RECEIVED

R. R.	PARCEL POST	TRUCK	EXPRESS	S. S.

QUAN.	ITEM

RECEIVED BY _____

NOTE: THIS FORM TO BE USED ONLY WHEN VENDOR DOES NOT SEND DELIVERY TICKET WITH SHIPMENT. USED BY GENERAL STORES DIVISION ONLY.

GEORGE + KWEDAR 2-17-1940 SERIAL # 46
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DAILY RECEIVING REPORT OF MATERIAL FOR STOCK."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 1300 REPORT SHEETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PERMANENT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY REPORT TO BUREAU OF CONTROL AND ACCOUNTS (CITY HALL) OF ALL MATERIAL AND SUPPLIES RECEIVED FOR STOCK SUBJECT TO CHECK. THIS REPORT MUST BE SENT IN DAILY REGARDLESS OF WHETHER ANY SUPPLIES ARE RECEIVED OR NOT. THE BUREAU OF CONTROL AND ACCOUNTS DAILY RECEIVING REPORT OF MATERIAL FOR STOCK, SHOWS,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued BUREAU, YARD, DATE, REQ. NO, DELIVERY TICKET NO; QUANTITY RECEIVED, DESCRIPTION, VENDOR, REMARKS, POSTED BY, SIGNED RECEIVING CLERK, IMPORTANT: THIS FORM MUST BE FORWARDED DAILY TO BUREAU OF CONTROL AND ACCOUNTS.

7. Arrangement CHRONOLOGICALLY BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12"X 14"X 48" METAL CABINET- CONTAINING APPROX. 1300 REPORT SHEETS SIZE: 8½"X 11"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities METAL CABINET, TOP DRAWER, NORTH WALL, OFFICE, GENERAL STORE ROOM-
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2) ITEM 6- CONTINUED THESE FORMS ARE MADE IN DUPLICATE: ORIGINAL TO BUREAU CONTROL & ACCOUNTS; DUPLICATE TO OFFICE, GENERAL STORE ROOM.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

C & A 5.027
MDB 6743

Period #46

BUREAU OF CONTROL AND ACCOUNTS
DAILY RECEIVING REPORT OF MATERIAL FOR STOCK

BUREAU _____ YARD _____ DATE _____

REQ. NO.	DELIVERY TICKET NO.	✓	QUANTITY RECEIVED	DESCRIPTION	VENDOR	REMARKS

POSTED BY _____ SIGNED _____
RECEIVING CLERK

IMPORTANT: THIS FORM MUST BE FORWARDED DAILY TO BUREAU OF CONTROL AND ACCOUNTS.

GEORGEY KWEDAR 2-19-40 SERIAL # 47
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [CREDIT TICKET]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 325 TICKETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS USED AS A CREDIT TICKET FOR MATERIALS AND SUPPLIES TRANSFERRED OR RETURNED TO HOSPITAL STOREROOM FOR CREDIT BY THE DIFFERENT HOSPITAL DIVISIONS. 4 COPIES ARE MADE OF THIS FORM, 3 COPIES TO BUREAU CONTROL AND ACCOUNTS (CITY HALL), 4TH COPY KEPT IN OFFICE GENERAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued STOREROOM. CREDIT TICKET SHOWS CITY OF BALTIMORE, BUREAU OF, B.C.H., MATERIAL CREDIT, 5376, DATE, CREDIT THE FOLLOWING MATERIAL TO, FORMAN, W.O.NO., ACCOUNT, LOCATION, (SEE ITEM 12)

7. Arrangement CHRONOLOGICALLY BY DATE AND NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 325 CREDIT TICKETS: 6 1/2" X 8 1/2".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILE BOARD: 12" X 10" HANGING ON SIDE OF DESK, EAST SIDE OF OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
CONTENTS CONT.: QUANTITY, SIZE, DESCRIPTION, UNIT PRICE, AMOUNT, MATERIAL DELIVERED TO, RECEIVED BY, MATERIAL CLERK.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #47

[CREDIT TICKET]

ITEM #6 CONTENTS CONT. ADDENDA #1

CITY OF BALTIMORE - BUREAU OF B. C. H.

MATERIAL CREDIT 6376 DATE

CREDIT THE FOLLOWING MATERIAL TO

FOREMAN W. O. NO. ACCOUNT 47-3

LOCATION

QUANTITY	SIZE	DESCRIPTION	UNIT PRICE	AMOUNT

CREDIT

MATERIAL DELIVERED TO

4

RECEIVED BY

MATERIAL CLERK

GEORGE + KWEDAR 2-19-40 SERIAL #48
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FOLDER -- 350 SHEETS - 1940, ACTIVE. 4 BUNDLES - 5500 SHEETS IN BUNDLE - 1936-1939.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 4 BUNDLES APPROX. 5500 SHEETS IN BUNDLE INACTIVE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE STORES REQUISITIONS ARE ISSUED BY ANY ONE OF THE 59-DIVISIONS OF THE BALTIMORE CITY HOSP. GROUP AND MUST BE SIGNED BY A DIVISION HEAD FOR MATERIALS OR SUPPLIES ORDERED FROM THE GENERAL STORE ROOM. THIS FORM IS MADE IN TRIPLICATE AND 2 COPIES ARE SENT TO THE OFFICE OF GENERAL STOREROOM WHERE A MATERIAL ORDER IS MADE (SEE SERIAL #49), ORIGINAL GOING WITH MATERIAL AND SUPPLIES FOR SIGNATURE, THEN RETURNED TO OFFICE GENERAL STOREROOM FOR PERMANENT RECORD. No. 2 COPY IS USED AS A TELL TALE UNTIL ORIGINAL IS RETURNED SIGNED BY REC. DEPT, THEN IS DESTROYED. No. 3-COPY IS RETAINED IN OFFICE OF
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM #52.

6. Contents--continued ORIGIN, REQUISITION ~~ALSO~~ SHOWS - DEPARTMENT, DATE, DIVISION, REQ. NO., QUANTITY, DESCRIPTION, STOCK NO., ORDER NO., COST ACCOUNT, NUMBER OF COPY - 1, 2, 3, ORDERED BY, RECEIVED BY, APPROVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 - FOLDER, 10" X 12" - 350 SHEETS 7 1/2" X 8 1/2" (ACTIVE) 1940
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
4 BUNDLES APPROX. 5500 FORMS IN EACH (INACTIVE) 1936-1939

11. Location by dates and quantities FOLDER KEPT ON DESK, EAST END OF OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
INACTIVE RECORDS 4 BUNDLES KEPT ON MEZZANINE FLOOR GENERAL STOREROOM.

12. Other information CONTENTS CONT.:- THESE RECORDS
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
ARE KEPT ACTIVE FOR ONE YEAR, THEN TIED IN BUNDLE, AND STORED AWAY.
RECORDS GOOD CONDITION.
PRIOR RECORDS (INACTIVE) ON MEZZANINE FLOOR.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

FORM 52
MDR 8256L

BALTIMORE CITY HOSPITAL

Derive #48

STORES REQUISITION

DEPARTMENT _____ DATE _____

DIVISION _____ REQ. NO. _____

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

ORDERED BY	RECEIVED BY	APPROVED

1

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

STORES REQUISITION

SERIAL # 48

DEPARTMENT

DATE

DIVISION

REQ. NO.

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

2

ORDERED BY

RECEIVED BY

APPROVED

FORM 52
MOB 8256L

BALTIMORE CITY HOSPITAL

SERIAL # 48

STORES REQUISITION

DEPARTMENT DATE

DIVISION REQ. NO.

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

3

ORDERED BY

RECEIVED BY

APPROVED

GEORGE + KWEDAR 2-21-40 SERIAL # 49
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "MATERIAL ORDER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FOLDER, 350 SHEETS
4 BUNDLES, 5500 SHEETS IN BUNDLE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 4 BUNDLES APPROX. 5500 SHEETS IN BUNDLE (INACTIVE)
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A MATERIAL ORDER MADE IN TRIPLICATE FROM STORES REQUISITION SENT TO OFFICE GENERAL STOREROOM FOR MATERIALS AND SUPPLIES ORDERED BY ANY OF THE 59 DIVISIONS OF THE BALTO. CITY HOSP. GROUP. 2 COPIES ARE SENT TO BUREAU CONTROL AND ACCOUNTS, 3rd COPY RETAINED OFFICE GENERAL STOREROOM; FORM ALSO SHOWS BCH-67, MATERIAL ORDER NO.; DATE, CHARGE THE FOLLOWING
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued MATERIAL TO, DEPARTMENT, REQ. NO., DIVISION, ACCOUNT, QUANTITY, SIZE, DESCRIPTION, STOCK NO., UNIT PRICE, AMOUNT, MATERIAL DISBURSED FROM, 3, RECEIVED BY, ISSUED BY, TO STOREROOM.

7. Arrangement NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FOLDER - 10" X 12", 350 SHEETS - 6½" X 8½"
4 BUNDLES - 6½ X 8½", 5500 EACH BUNDLE.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FOLDER KEPT ON DESK, SOUTHEND OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
INACTIVE RECORDS 4 BUNDLES KEPT ON MEZZANINE FLOOR GENERAL STOREROOM.

12. Other information CONTENTS CONT. THESE RECORDS ARE KEPT FOR ONE YEAR, THEN TIED IN BUNDLE, AND STORED AWAY. PRIOR RECORDS (INACTIVE) KEPT ON MEZZANINE FLOOR.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
RECORDS GOOD CONDITION.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

SERIAL #49

"MATERIAL ORDER"

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH-67

BALTIMORE CITY HOSPITALS

MATERIAL ORDER No. 14830 DATE _____

CHARGE THE FOLLOWING MATERIAL TO

DEPARTMENT _____ REQ. NO. _____

DIVISION _____ ACCOUNT _____

QUANTITY	SIZE	DESCRIPTION	STOCK NO.	UNIT PRICE	AMOUNT

MATERIAL DISBURSED FROM

3

RECEIVED BY

ISSUED BY

TO STOREROOM

GEORGE J KWEDAR 2-23-40 SERIAL # 50
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "PERPETUAL INDEX INVENTORY FILE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 1500 CARDS EACH YEAR.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1548-1863 1864-2195. 2196-2548 2549-2773 2774-3542 3544-3782 3783-3997
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 4 BUNDLES OF APPROX. 1500 CARDS EACH (INACTIVE) YEAR KEPT ON MEZZANINE FLOOR GENERAL STOREROOM.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE INDEXES CONTAIN 1370 DIFFERENT ITEMS OF ALL MATERIALS AND SUPPLIES USED IN BALTIMORE CITY HOSPITALS GROUP WITH THE EXCEPTION OF PROVISIONS. THIS FORM ALSO SHOWS ARTICLE, SIZE, UNIT, SECTION, CASE, BIN, CARD, MAXIMUM, MINIMUM, DATE, QUAN. RECD., REQ. OR DIV., QUAN. DISB.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED CARD.

6. Contents--continued BALANCE, BFW.

7. Arrangement ALPHABETICALLY BY NAME OF MAT. OR SUPPLIES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing POST INDEX
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12 - FOLDING METAL INDEXES: 18" X 9" IN METAL CABINET: 12" X 22" X 22".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON WOODEN DESK, EAST END ROOM, OFFICE, GENERAL STORE ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
INACTIVE CARDS 4 BUNDLES MEZ. FLOOR GEN. STOREROOM.

12. Other information THESE CARDS ARE KEPT FOR A PERIOD OF ONE YEAR THEN ARE PUT IN A BUNDLE AND PUT ON MEZZANINE FLOOR OF GENERAL STORE ROOM TO BE KEPT AS PERMANENT RECORDS. RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

ARTICLE | SIZE | UNIT

SECTION | CASE | BIN | CARD

MAXIMUM | MINIMUM

SERIAL #50

DATE	QUAN. REC'D	REQ. OR DIV.	QUAN. DISB.	BALANCE	DATE	QUAN. REC'D	REQ. OR DIV.	QUAN. DISB.	BALANCE	DATE	QUAN. REC'D	RED. OR DIV.	QUAN. DISB.	BALANCE
BFW.					BFW.					BFW.				

DATE	QUAN. REC'D	REQ. OR DIV.	QUAN. DISB.	BALANCE	DATE	QUAN. REC'D	REQ. OR DIV.	QUAN. DISB.	BALANCE	DATE	QUAN. REC'D	REQ. OR DIV.	QUAN. DISB.	BALANCE

GEORGE + KWEDAR 2-23-40 SERIAL #51
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [RECORD OF DEAD PATIENT'S CLOTHES]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1937 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LEDGER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS KEPT OF PROPERTY OR CLOTHING OF ANY PATIENT DYING IN THE BALTO. CITY HOSPITALS GROUP. CLOTHING OR PROPERTY IS SENT TO ROOM #100, INFIRMARY BUILDING, UPON DEATH OF PATIENT FOR SAFE KEEPING FOR A PERIOD OF 30 DAYS. IF NOT CALLED FOR BY NEXT OF KIN, CLOTHING OR
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued PROPERTY OF DECEASED IS THEN DISTRIBUTED AMONG OTHER PATIENTS OF INFIRMARY BLDG. RECORD SHOWS - DATE CLOTHING OR PROPERTY RECD, NAME OF DECEASED, DISPOSAL OF PROPERTY.

7. Arrangement CHRONOLOGICALLY BY DATE OF RECPT. OF CLOTHING OR PROPERTY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size APPROX. 200 PAGES, 8 1/2" X 11 1/4".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TABLE ROOM #100, EAST END ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information BINDING BAD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE F KWEDAR 2-24-40 SERIAL # 57
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "DIVISION LAUNDRY LIST AND REQUISITION" (MENS INFIRMARY)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 240 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A LAUNDRY LIST MADE OUT IN TRIPLICATE TWICE EACH WEEK - ONCE FOR BED LINENS AND AGAIN FOR CLOTHING AND TOWELS - 2 COPIES ARE SENT WITH LAUNDRY ONE COPY WHICH IS RETURNED FOR CHECK (NO. 2) ORIGINAL AND NO. 2 - COPY THEN FILED AND RETAINED FOR A PERIOD OF 2 YEARS WHEN THEY ARE DISPOSED OF.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

LAUNDRY LIST ALSO SHOWS - DATE, DIVISION, SOILED, DIVISION COUNT, LAUNDRY CHECK, ISSUES, LAUNDRY COUNT, DIVISION CHECK, ALSO SHOWS DIFFERENT ITEMS AS DRAWERS, PANTS, PAJAMAS, PILLOW

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM BCH - # 50

6. Contents--continued CASES, SHEETS, SHIRTS, SOCKS, SPREADS, TOWELS, WASH CLOTHS.

7. Arrangement CHRONOLOGICALLY BY DATE OF LAUNDRY LIST.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 10" X 12".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HANGING ON INSIDE OF DOOR OF CUPBOARD, ROOM #100, MEN'S INFIRMARY BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #52

BCH 50

MDB 7305

BALTIMORE CITY HOSPITALS

DIVISION LAUNDRY LIST AND REQUISITION

DATE ..... DIVISION .....

	SOILED		ISSUES			SOILED		ISSUES	
	DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK		DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK
APRONS—BLUE					GLOVE CASES				
" GINGHAM					GOWNS—BLUE				
" WHITE					" DR'S. OR ISOLATION				
BABY—BANDS					" WHITE				
" BLANKETS					" CHILDREN'S				
" DIAPERS					JACKETS				
" GOWNS. FLANNEL					LININGS—BASSINET				
" SHIRTS					" DRUM				
BAGS—HAMPER—WHITE					PADS—HAMPTON				
" HAMPER—BLUE					" INSTRUMENT				
" NET					" QUILTED				
BATH ROBES—ADULT					PAJAMAS—MEN'S				
" " CHILDREN					" CHILDREN'S				
BIBS					PANTS				
BINDERS—ABDOMINAL					PETTICOATS				
" BREAST					PILLOW CASES				
" SCULTETUS					RESTRAINTS—CHILDREN'S ABD.				
" SPECIMEN. CHILDREN'S					" STRAIGHT BAND				
" T—(SINGLE)					" ELBOW				
" T—(DOUBLE)					" JACKET				
BLANKETS—BATH					" STRAIGHT JACKET				
" BED					SHAWLS				
" CHEST					SHEETS—BED—ADULT				
BLOOMERS					" " JUNIOR				
COVERS—AIR CUSHION					" " DRAW				
" BED PAN					" SPECIAL—CRANIOTOMY				
" BLANKET (BASSINET)					" " ETHER				
" BRADFORD FRAME					" " LACERATION				
" COMMODE CHAIR RING					" " LAPAROTOMY				
" DRESSING					" " PER				
" HOT WATER BOTTLE					" " WHEELER				
" ICE CAP					SHIRTS—BLUE				
" INSTRUMENT STAND					" UNDER				
" MATTRESS—ADULT					" TOP				
" " JR. BED					SOCKS				
" " CRIB					SPREADS				
" " BASSINET					STOCKINGS—ADULT				
" PACK					" INFANTS'				
" SCREEN					" CHILDREN'S				
" TABLE. DOUBLE					" OPERATING				
CURTAINS—BED—GREEN					STRIPS—CANVAS				
" " TAN					" CANVAS THOROCOPLASTY				
" " WHITE					STUPE FLANNELS				
" SHOWER					SUITS—DOCTOR				
DRESSES—CHECK					TOWELS—BATH—TURKISH				
" GRAY					" DISH—YELLOW BORDER				
" STRIPED					" FACE				
" DR.'S OPERATING					" OPERATING—HEAVY WHITE				
" NURSES' OPERATING					" TREATMENT—RED BORDER				
" BELTS FOR					TRIANGLES				
DRAWERS					WASH CLOTHS				

NOTE: DO NOT USE THIS FORM FOR PERSONAL LAUNDRY. MAKE OUT LIST IN TRIPLICATE. RETAIN ONE COPY (WHITE) TO CHECK UP REPLACEMENT. SEND TWO COPIES WITH SOILED WASH. CHAUFFEUR TO DELIVER ONE COPY (BLUE) WITH SOILED WASH TO LAUNDRY AND USE OTHER COPY (YELLOW) AS REQUISITION AT LINEN STORE ROOM. ENTER QUANTITIES IN FIRST COLUMN. LAUNDRY WILL USE SECOND COLUMN TO CHECK QUANTITIES, AND REVERSE SIDE OF SHEET FOR ANY REMARKS NECESSARY.

SERIAL # 52

BCH 50

MDB 7305

BALTIMORE CITY HOSPITALS

DIVISION LAUNDRY LIST AND REQUISITION

DATE ..... DIVISION .....

	SOILED		ISSUES			SOILED		ISSUES	
	DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK		DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK
APRONS—BLUE					GLOVE CASES				
" GINGHAM					GOWNS—BLUE				
" WHITE					" DR'S. OR ISOLATION				
BABY—BANDS					" WHITE				
" BLANKETS					" CHILDREN'S				
" DIAPERS					JACKETS				
" GOWNS, FLANNEL					LININGS—BASSINET				
" SHIRTS					" DRUM				
BAGS—HAMPER—WHITE					PADS—HAMPTON				
" HAMPER—BLUE					" INSTRUMENT				
" NET					" QUILTED				
BATH ROBES—ADULT					PAJAMAS—MEN'S				
" " CHILDREN					" CHILDREN'S				
BIBS					PANTS				
BINDERS—ABDOMINAL					PETTICOATS				
" BREAST					PILLOW CASES				
" SCULTETUS					RESTRAINTS—CHILDREN'S ABD.				
" SPECIMEN, CHILDREN'S					" STRAIGHT BAND				
" T—(SINGLE)					" ELBOW				
" T—(DOUBLE)					" JACKET				
BLANKETS—BATH					" STRAIGHT JACKET				
" BED					SHAWLS				
" CHEST					SHEETS—BED—ADULT				
BLOOMERS					" " JUNIOR				
COVERS—AIR CUSHION					" " DRAW				
" BED PAN					" SPECIAL—CRANIOTOMY				
" BLANKET (BASSINET)					" " ETHER				
" BRADFORD FRAME					" " LACERATION				
" COMMODE CHAIR RING					" " LAPAROTOMY				
" DRESSING					" " PER				
" HOT WATER BOTTLE					" " WHEELER				
" ICE CAP					SHIRTS—BLUE				
" INSTRUMENT STAND					" UNDER				
" MATTRESS—ADULT					" TOP				
" " JR. BED					SOCKS				
" " CRIB					SPREADS				
" " BASSINET					STOCKINGS—ADULT				
" PACK					" INFANTS'				
" SCREEN					" CHILDREN'S				
" TABLE, DOUBLE					" OPERATING				
CURTAINS—BED—GREEN					STRIPS—CANVAS				
" " TAN					" CANVAS THOROCOPLASTY				
" " WHITE					STUPE FLANNELS				
" SHOWER					SUITS—DOCTOR				
DRESSES—CHECK					TOWELS—BATH—TURKISH				
" GRAY					" DISH—YELLOW BORDER				
" STRIPED					" FACE				
" DR.'S OPERATING					" OPERATING—HEAVY WHITE				
" NURSES' OPERATING					" TREATMENT—RED BORDER				
" BELTS FOR					TRIANGLES				
DRAWERS					WASH CLOTHS				

NOTE: DO NOT USE THIS FORM FOR PERSONAL LAUNDRY. MAKE OUT LIST IN TRIPLICATE. RETAIN ONE COPY (WHITE) TO CHECK UP REPLACEMENT. SEND TWO COPIES WITH SOILED WASH. CHAUFFEUR TO DELIVER ONE COPY (BLUE) WITH SOILED WASH TO LAUNDRY AND USE OTHER COPY (YELLOW) AS REQUISITION AT LINEN STORE ROOM. ENTER QUANTITIES IN FIRST COLUMN. LAUNDRY WILL USE SECOND COLUMN TO CHECK QUANTITIES, AND REVERSE SIDE OF SHEET FOR ANY REMARKS NECESSARY.

GEORGE + KWEDAR 2-26-40 SERIAL # 53
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [HISTORY FOLDER]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 FOLDERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 38-14232 14233-16110 16111-28358 28359-37777 37778-45360 45361-51060 51061 —
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE HISTORY FOLDERS ARE MADE FOR EACH MALE OR FEMALE PATIENT UPON ENTRY TO INFIRMARY BLDG. THESE FOLDERS CONTAIN THE FOLLOWING FORMS - TOP HISTORY SHEET, STAFF WORK SHEET, SPECIAL CHART, ORDER CHART, TEMPERATURE CHART, LABORATORY CHART, CERTIFICATE OF RELEASE, BLOOD PRESSURE CHART. ONE FOLDER IS KEPT FOR EACH PATIENT OF THE INFIRMARY AND UPON DEATH OR DISCHARGE THESE FOLDERS ARE SENT TO THE RECORD ROOM, BUILDING A, GENERAL HOSPITAL.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY CASE NO. OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL # 12 AND # 13 INFIRMARY
(Self-contained--describe what it shows. If separate, fill out a form for it,
DISPENSARY CARDS, ACTIVE AND INACTIVE.
and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON FOLDER
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 10" X 12" FOLDER.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities 2 STEEL CABINETS, EACH
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CONTAINING 4 DRAWERS - 15" X 18½" X 52½"
cabinet, on floor)
ON FLOOR WEST SIDE INFIRMARY DISPENSARY - 1st FLOOR.

12. Other information FOLDERS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
See Serials Nos. 53A to 53H, inclusive, for all of these
to have been kept earlier than dates shown in item 2)
forms. They are all in one folder in these two cabinets.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR 2-26-40 SERIAL # 53A
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Top History Sheet"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H. 37 TOP HISTORY SHEET.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS TOP HISTORY SHEET IS USED FOR THE PURPOSE OF GETTING PATIENT'S PERSONAL HISTORY UPON ENTRY TO THE INFIRMARY; AND IS KEPT IN HISTORY FOLDER WITH OTHER FORMS. TOP HISTORY SHOWS UNIT NUMBER, DATE OF ADMISSION, BY WHOM REFERRED, HOW ADMITTED, NAME, SEX, RACE, RELIGION, CIVIL STATUS, ADDRESS, WARD, PRCT, WOMEN'S MAIDEN NAME, NAMES BY PREVIOUS MARRIAGES, ALIASES, NAME OF FATHER, BIRTHPLACE, MOTHERS MAIDEN NAME, BIRTHPLACE, PATIENTS TRADE OR REGULAR OCCUPATION, NAME OF LAST EMPLOYER, DURATION OF EMPLOYMENT, RATE OF PAY, REASON FOR LEAVING, DATE OF LEAVING, DATE OF BIRTH, PLACE OF BIRTH, HOW LONG IN U.S.,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued HOW LONG IN BALTIMORE, CITIZENSHIP (DATE AND PLACE OF NATURALIZATION) DATE OF MARRIAGE, PLACE OF MARRIAGE, NAME OF SPOUSE, PRESENT OCCUPATION, ADDRESS, DATE OF DEATH, CHILDREN NAME, ADDRESS, CIVIL STATUS, NO. DEP. CHILDREN, AGE, OTHER SIDE SHOWS, OTHER RELATIVE'S NAME, ADDRESS, KINSHIP, ABILITY TO ASSIST, SOCIAL SERVICE REPORTS, LIST LEGALLY RESPONSIBLE PARTIES OR PERSONS WILLING AND ABLE TO ASSIST, NAME, ADDRESS, EMPLOYER, WAGES, NO. OF DEPENDENTS, INSURANCE, NAME OF COMPANY, NO. POLICY, VALUE, PREMIUM, BY WHOM PAID, DATE ISSUED, AGE AT ISSUE, BENEFICIARY, LIST ALL OTHER BANK ACCOUNTS, PARTICIPATION

7. Arrangement NUMERICALLY BY PATIENT'S CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8½" X 11" SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINETS, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONTENTS CONT. CERTIFICATES, HOLDING IN DEFUNCT BANKS AND BUILDING AND LOAN ASSOCIATIONS, PENSIONS, ANNUITIES, ETC. REAL ESTATE (CEMETERY LOTS) LIST VALUABLES PLACED IN CARE OF HOSPITAL AT TIME OF ADMITTANCE, PERSONAL HISTORY (MILITARY SERVICE SHOULD BE STATED).
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

RECORDS IN GOOD CONDITION.

See serial no. 53

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 37 MDB 9014

BALTIMORE CITY HOSPITALS

INFIRMARY DIVISION

TOP HISTORY SHEET

SERIAL # 53 A.

UNIT NUMBER

DATE OF ADMISSION
BY WHOM REFERRED
HOW ADMITTED

NAME _____ SEX _____ RACE _____ RELIGION _____ CIVIL STATUS _____

ADDRESS _____ WARD _____ PRCT. _____

WOMAN'S MAIDEN NAME _____

NAMES BY PREVIOUS MARRIAGES _____

ALIASES _____

NAME OF FATHER _____ BIRTHPLACE _____

MOTHER'S MAIDEN NAME _____ BIRTHPLACE _____

PATIENT'S TRADE OR REGULAR OCCUPATION _____

NAME OF LAST EMPLOYER _____

DURATION OF EMPLOYMENT _____ RATE OF PAY _____

REASON FOR LEAVING _____ DATE OF LEAVING _____

DATE OF BIRTH _____ PLACE OF BIRTH _____

HOW LONG IN U. S. _____ HOW LONG IN BALTIMORE _____

CITIZENSHIP (DATE AND PLACE OF NATURALIZATION) _____

DATE OF MARRIAGE _____ PLACE OF MARRIAGE _____

NAME OF SPOUSE _____ PRESENT OCCUPATION _____

ADDRESS _____ DATE OF DEATH _____

	CHILDREN NAME	ADDRESS	CIVIL STATUS	NO. DEP. CHILDREN	AGE
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

(OVER)

OTHER RELATIVES NAME	ADDRESS	KINSHIP	ABILITY TO ASSIST
1.			
2.			
3.			

SOCIAL SERVICE REPORTS

LIST LEGALLY RESPONSIBLE PARTIES, OR PERSONS WILLING AND ABLE TO ASSIST

NAME	ADDRESS	EMPLOYER	WAGES	NO. OF DEPENDENTS
1.				
2.				
3.				

INSURANCE NAME OF COMPANY	NO. POLICY	VALUE	PREMIUM	BY WHOM PAID	DATE ISSUED	AGE AT ISSUE	BENEFICIARY
1.							
2.							
3.							

LIST ALL OTHER BANK ACCOUNTS, PARTICIPATION CERTIFICATES, HOLDINGS IN DEFUNCT BANKS AND BUILDING AND LOAN ASSOCIATIONS, PENSIONS, ANNUITIES, ETC.

REAL ESTATE (CEMETERY LOTS)

LIST VALUABLES PLACED IN CARE OF HOSPITAL AT TIME OF ADMITTANCE

PERSONAL HISTORY (MILITARY SERVICE SHOULD BE STATED)

GEORGE J KWEDAR 2-27-40 SERIAL # 53 B
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Staff Work Sheet"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H. 11 STAFF WORK SHEET.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A STAFF WORK SHEET AND IS USED FOR EACH PATIENT ADMITTED TO THE INFIRMARY. STAFF WORK SHEET SHOWS:- CASE NO., DIV NO., NAME, AGE, SEX, COLOR, MARITAL, ADDRESS, RELIGION, ADMITTED, TRANSFERRED TO, DATE, DISCHARGED, DIED, AUTOPSY NO., COMMUNICABLE DISEASE REPORTED, DATE,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DISEASE INDEX NO, DIAGNOSIS, COMPLICATIONS, OPERATION, OPERATOR, ANESTHETIC, DATE, RESULT, INTERNE, ASST. RES, VISITANT.

7. Arrangement NUMERICALLY BY PATIENT'S CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" x 11" SHEETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINET, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2) See serial no. 5-3.

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL #53B

"STAFF WORK SHEET"

ITEM #6 CONTENTS CONT. ADDENDA #1

BCH 11 MDB 9947

BALTIMORE CITY HOSPITALS

STAFF WORK SHEET

CASE NO. 49527

DIV. NO. A5

NAME MARY HOLLINS AGE 38 SEX F COLOR C MARITAL SEP.

ADDRESS 145 S. BOND ST RELIGION

ADMITTED TRANSFERRED TO DATE

DISCHARGED TRANSFERRED TO DATE

DIED TRANSFERRED TO DATE

AUTOPSY NO. TRANSFERRED TO DATE

COMMUNICABLE DISEASE REPORTED DATE

DISEASE INDEX NO DIAGNOSIS

COMPLICATIONS:

OPERATION OPERATOR ANESTHETIC

DATE:

DATE:

DATE:

DATE:

RESULT:

DR. EAGLES INTERNE.

DR. WAGALESTEIN ASST. RES.

DR. BOYD VISITANT.

GEORGE J KWEDAR 2-27-40 SERIAL # 53 C
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Special Chart"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H.9 - SPECIAL CHART SHEET.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS SPECIAL CHART IS USED FOR MENTAL CASES AND ALSO FOR PATIENTS WITH HEAD INJURIES WHERE IT IS NECESSARY TO TAKE TEMPERTURE, PULSE AND RESPIRATION QUITE FREQUENTLY. SPECIAL CHART SHOWS -: NAME, CASE NO., DATE, H.T.P.R. MEDICINES, TREATMENT, DIET, AND REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY PATIENT'S CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" X 11" SHEETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINET, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

See serial no. 5-3

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 9

MDB 6723L

BALTIMORE CITY HOSPITALS

SPECIAL CHART

SERIAL 53C

NAME _____ CASE NO. _____

DATE	H	T	P	R	MEDICINES	TREATMENT	DIET	REMARKS

(OVER)

DATE	H	T	P	R	MEDICINES	TREATMENT	DIET	REMARKS

GEORGE + KWEDAR 2-28-40 SERIAL # 53 D
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Order Chart"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS
(Number of volumes; filo drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H. 10- ORDER CHART.
(Explain fully; years; numbers; letters; number of records so labelod)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possiblo)

6. Contents THIS ORDER CHART IS USED IN ALL CASES ADMITTED TO INFIRMARY AND ENTERED AS A RECORD OF ORDERS MADE BY PHYSICIAN, SUCH AS DIET AND MEDICATION. ORDER CHART SHOWS: NAME, CASE NO., DATE, TIME STARTED, STANDING ORDERS, DATE AND TIME ENDED, SPECIAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached))

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ORDERS, DATE, TIME GIVEN.

7. Arrangement NUMERICALLY BY PATIENT'S CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" X 11" SHEETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINET, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

RECORDS IN GOOD CONDITION.

See serial no. 53.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 10

SERIAL # 53 D

MDB 8682

BALTIMORE CITY HOSPITALS

ORDER CHART

NAME____ CASE No.________________

DATE	TIME STARTED	STANDING ORDERS	DATE & TIME ENDED	SPECIAL ORDERS	DATE	TIME GIVEN

OVER

ORDER CHART

NAME ____________________ CASE No. ____________

DATE	TIME STARTED	STANDING ORDERS	DATE & TIME ENDED	SPECIAL ORDERS	DATE	TIME GIVEN

GEORGE & KWEDAR 2-28-40 SERIAL # 53 E
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Temperature Chart"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H. 6 TEMPERATURE CHART.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS TEMPERATURE CHART IS USED TO DETERMINE AND FOR KEEPING A RECORD OF PATIENTS RESPIRATION, PULSE AND TEMPERATURE. TEMPERATURE CHART SHOWS: NAME OF PATIENT, CASE NO., DATE ADMITTED TO DIVISION, ASSIGNED TO, HOUR OF DAY TEMPERATURE IS TAKEN; ALSO SHOWS RECORD
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued OF STOOLS, FLUID INTAKE, FLUID OUTPUT, SPUTUM OUTPUT, HEIGHT AND WEIGHT OF PATIENT, AND RECORD OF MEDICATIONS GIVEN TO PATIENT.

7. Arrangement NUMERICALLY BY PATIENTS CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8½" X 11" SHEETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINET, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

See serial No. 53

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 6

SERIAL #53 E

MDB 10737

BALTIMORE CITY HOSPITALS

TEMPERATURE CHART

Name ______________________ Case No. ____________

Admitted ______________________ Division ____________

Year Date							
Day of Illness							
Day of Days in Hospital							
Day of Operation Delivery							

HOUR OF DAY: 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12 4 8 12

Resp.	Pulse	Temp.
	170	108°
	160	107°
	150	106°
	140	105°
	130	104°
	120	103°
	110	102°
	100	101°
	90	100°
	80	99°
	70	98°
	60	97°
	50	96°
	40	95°
	30	94°

Respiration

Stools

Fluid Intake

Fluid Output

Sputum Output

Ht. ft. in. Weight

Medications

GEORGE + KWEDAR 2-28-40 SERIAL #53F
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Laboratory Chart."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS.
(Number of volumes; filo drawers; file boxes; bundles; other)

4. Labeling FORM. B.C.H. 8 LABORATORY CHART.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS LABORATORY CHART IS USED IN ALL ADMITTED
(Purpose and general nature of record. Principal items of information

CASES; AND IS USED IN MAKING URINARY ANALYSIS SHOWING THE
shown. Summary of forms used in making record, their headings, etc. If a very

CHARACTER OF SPECIMEN, ALBUMEN, SUGAR CONTENTS, MICROSCOPIC
general or miscellaneous record, detailed information as to type of records

AND SPECIAL TESTS OF URINE, BLOOD COUNTS, BLOOD SEROLOGY,
contained and dates covered by each should be given. Unless contents of these

CHEMISTRY AND BACTERIOLOGY, SUCH AS WASSERMAN AND
records are described by other Forms 12-13HR, such forms should be filled out

EAGLE TEST AND BLOOD CULTURE AND FOR EXAMINATION
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued OF STOOLS AS TO CHARACTER AND MICROSCOPIC TEST OF STOOLS. BACK OF RECORD SHOWS SPUTUM TEST, FISHBERG CONCENTRATED TEST, CEREBRO-SPINAL FLUID, COLLOIDAL MASTIC TEST, THROAT AND WOUND CULTURES HEMATOCRIT STUDIES,

7. Arrangement NUMERICALLY BY PATIENT'S CASE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" X 11" SHEETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER STEEL CABINET, ON FLOOR, WEST SIDE DISPENSARY, FIRST FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM #6-CONT:- GASTRIC ANALYSIS AND OTHER DATA. RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

See serial no. 5-3.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

BCH 8

SERIAL #53 F

MDB 9679

BALTIMORE CITY HOSPITALS
LABORATORY CHART

NAME_____ CASE NO._____

URINE

DATE	CHARACTER	SP. G.	RE-ACTION	ALB.	SUGAR	MICROSCOPIC	SPECIAL TESTS

BLOOD

DATE	RED BLOOD CELLS	WHITE BLOOD CELLS	HEMOGLOBIN		COL. IND.	DIFFERENTIAL COUNT							
			GM.	%		MYELOCYTES %	NON-SEGMENTED P. M. N. %	SEGMENTED P. M. N. %	EOSINOPHILES %	BASOPHILES %	LYMPHOCYTES %	MONOCYTES %	CELLS COUNTED
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												

BLOOD SEROLOGY, CHEMISTRY AND BACTERIOLOGY

DATE	WASSER-MANN	EAGLE	DATE	N. P. N. MGS. PER 100 C. C.	SUGAR MGS. PER 100 C. C.	CO_2	SED. RATE	BLOOD CULTURE	

STOOLS

DATE	CHARACTER	STARCH, FAT PROTEIN	BILE	OCCULT BLOOD		MICROSCOPIC PARASITES OR OVA	CULTURE OR SMEAR
				BENZIDINE	GUAIAC		

(OVER)

SPUTUM

DATE	AMOUNT	CHARACTER	CULTURE	SMEAR (TYPE PNEUMO.)

P. S. P.

DATE	FIRST HOUR	SECOND HOUR	TOTAL %

FISHBERG CONC. TEST

DATE	SPECIFIC GRAVITY		
	FIRST HOUR	SECOND HR.	THIRD HOUR

CEREBRO-SPINAL FLUID

DATE	PRESSURE	CHARACTER	GLOB.	ALB.	CELLS	SMEAR AND CULTURE

COLLOIDAL MASTIC TEST

TUBE NO.	1	2	3	4	5	6	7	8	9	10
REACTION 5										
4										
3										
2										
1										
0										

WASSERMANN

DATE	1 C.C.	0.5 C.C.	.2 C.C.

B. M. R.

DATE	% NORM.	CAL. PER HR.	REMARKS

CULTURES (THROAT, WOUNDS, ETC.)

DATE	

HEMATOCRIT STUDIES

DATE	MCV (80-94)	MCH (27-32)	MC HC(35-38%)

GASTRIC ANALYSIS

DATE	DEGREES FASTING	DEGREES AFTER ALCOHOL	DEGREES AFTER HISTAMINE	ADDITIONAL DATA

OTHER DATA:

GEORGE Y KWEDAR 2-29-40 SERIAL # 53 G
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Certificate of Release"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM B.C.H. 58 - CERTIFICATE OF RELEASE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS CERTIFICATE OF RELEASE IS MADE OUT UPON DISCHARGE OF PATIENT FROM THE INFIRMARY BUILDING WHETHER OF OWN ACCORD OR THROUGH RELATIVES OR FRIENDS. PATIENTS OR PERSONS ASKING FOR SUCH RELEASE ASSUMES ALL RESPONSIBILITY. CERTIFICATE SHOWS: DATE, YEAR, THIS IS TO CERTIFY; THAT I AM TAKING — FROM HOSPITAL, THAT I — AM LEAVING THE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued HOSPITAL, THAT I — AM REFUSING TO ENTER BALTIMORE
(CROSS OUT WORDS NOT APPLYING)
CITY HOSPITALS AGAINST THE ADVICE OF THE ATTENDING PHYSICIANS
AND HEREBY ASSUME ALL RESPONSIBILITY.
WITNESS: SIGNATURE:

7. Arrangement NUMERICALLY BY PATIENT'S CASE No.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8½" X 11" SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO 4-DRAWER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
STEEL CABINET, ON FLOOR, WEST SIDE
DEPENSARY, FIRST FLOOR.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
See serial no. 5-3.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Serial #53B
1

BCH 58 MDB 10164

BALTIMORE CITY HOSPITALS

CERTIFICATE OF RELEASE

Date.....193

This is to certify:

That I am taking.....from the Hospital

That I.....am leaving the Hospital

That I..... am refusing to enter Baltimore City Hospitals
(CROSS OUT WORDS NOT APPLYING)

against the advice of the attending physicians and hereby assume all responsibility.

Witness: Signature:

....

GEORGE + KWEDAR 2-29-40 SERIAL # 53 H
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND.

Name of agency or office BALTIMORE CITY HOSPITALS-
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "Blood Pressure Chart."
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 944 SHEETS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling FORM. B.C.H. 16 BLOOD PRESSURE CHART
(Explain fully: years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS BLOOD PRESSURE CHART IS USED IN ALL CASES ADMITTED FOR DETERMINING BLOOD PRESSURE. BLOOD PRESSURE CHART SHOWS:- CASE NUMBER, NAME, DIVISION, DATE, B P MMHG.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY PATIENT'S CASE No.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/2" X 11" SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HISTORY FOLDER IN TWO-H
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
DRAWER STEEL CABINET, ON FLOOR, WEST SIDE
DISPENSARY, FIRST FLOOR.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
See serial no. 53.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 18

BALTIMORE CITY HOSPITALS

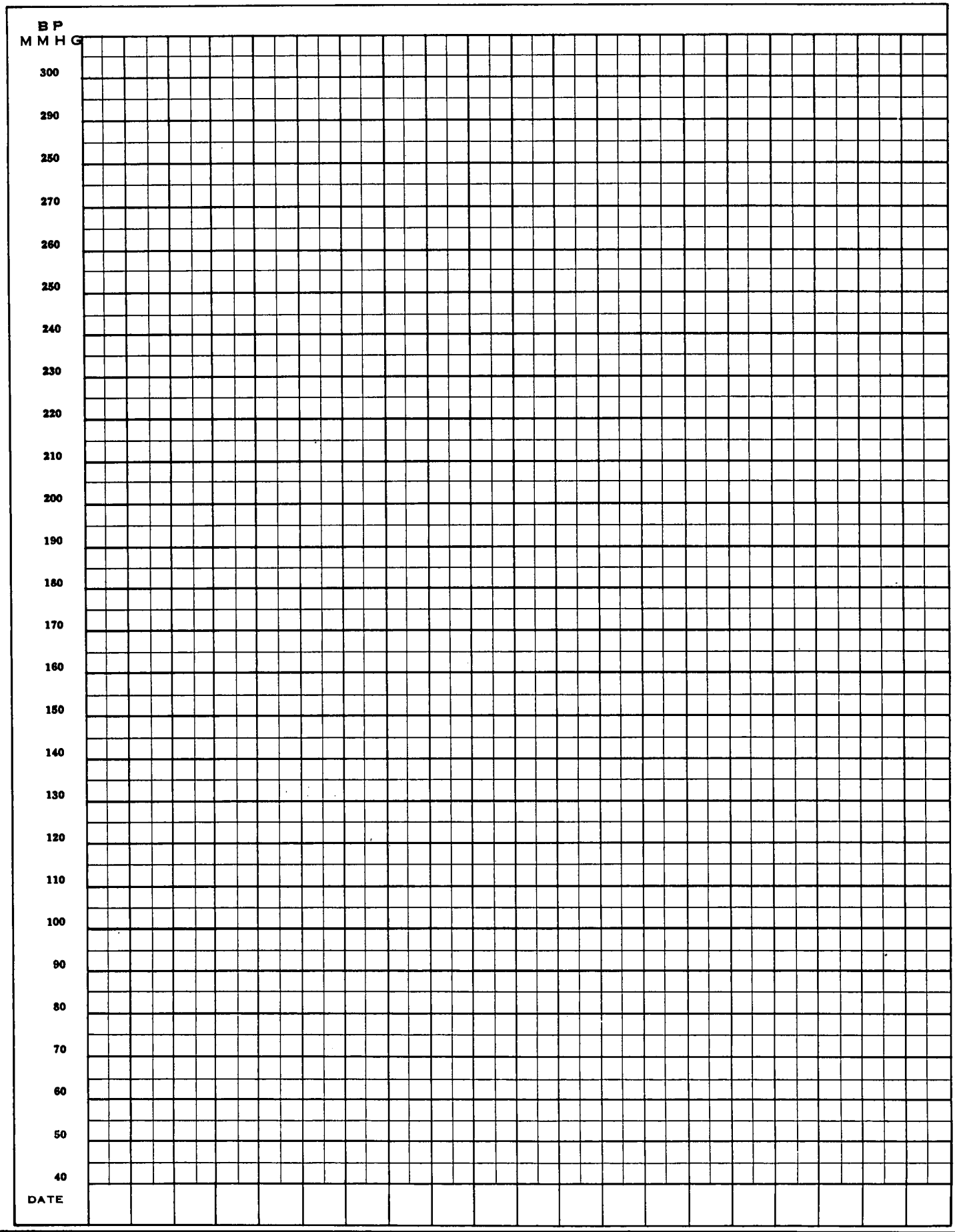
MDB 7892 L

SERIAL 53 H

BLOOD PRESSURE CHART

CASE NUMBER _____

NAME _____ DIVISION _____ DATE _____



KWEDAR + GEORGE 2-29-40 SERIAL # 54

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "CONTAINER RECORD"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 PAGES, 8" X 11".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTAINER RECORD.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF DRUMS OR OTHER CONTAINERS WHERE A DEPOSIT ELEMENT IS CONCERNED. UPON EMPTYING AND RETURNING OF SAME TO CHAUFFEUR OF VENDOR ALLOWS FOR RETURN OF DEPOSIT. AN INSTANCE OF AMOUNT OF DEPOSIT IS - ONE GLASS LINED CONTAINER OF GLYCERINE $14.00. RECORD SHOWS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DATE RECEIVED, FOR WHAT DIVISION, REQUISITION NO., NAME OF ITEM, CONTAINER NO., WHAT KIND OF CONTAINER, VENDOR, DATE RETURNED, SIGNATURE OF RECEIVER.

7. Arrangement CHRONOLOGICALLY BY DATE RECEIVED.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size MEMORANDUM BOOK 8"X11".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, OFFICE GENERAL STOREROOM, WEST END ROOM, 1st FLOOR
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION-
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH 1st 1940 SERIAL #55
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "REPAIR BOOK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 PAGES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REPAIR BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ITEMS SENT OUTSIDE HOSPITAL GROUNDS FOR REPAIRS TO DIFFERENT VENDORS EXCEPTING WORK THAT CAN BE DONE BY MECHANICAL OR ELECTRICAL DIVISION OF CITY DEPARTMENT. "REPAIR BOOK" SHOWS: DEPARTMENT, VENDOR, DATE SENT, DATE RECEIVED, SERVICE ORDER No., DESCRIPTION OF ITEMS SENT TO BE REPAIRED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE SENT FOR REPAIRS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 LEDGER, 12" X 7 1/2" X 1".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, NORTH END GENERAL STORE ROOM, FIRST FLOOR, INFIRMARY.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR 3-1-40 SERIAL # 56
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [RECORD OF REPAIRS AND CONDEMNATION OF CLOTHING AND LINENS]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 400 PAGES, 10" X 12".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling WARD ADMIT. BOOK. See item 12.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF CONDEMNATION AND REPAIRS OF CLOTHING, LINENS AND OTHER ITEMS BETWEEN THE LAUNDRY AND SEWING ROOM WHERE REPAIRS ARE MADE. ONE PERSON IS ASSIGNED TO THE TASK OF GOING THROUGH ALL CLOTHING, LINENS AFTER IT IS LAUNDERED AND ALL ITEMS NEEDING REPAIRS ARE SENT TO SEWING ROOM. ITEMS UNFIT FOR REPAIRING ARE SENT TO GENERAL STOREROOM AND ARE REPLACED WITH NEW ITEMS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECORD SHOWS DIVISION, REPAIRS MADE FOR, ITEM REPAIRED, DATE, AMOUNT, TOTAL RECEIVED, REQUISITION NO., DELIVERED BY, NAME PERSON IN CHARGE SEWING ROOM.

7. Arrangement CHRONOLOGICALLY BY DATE OF REPAIRS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED HEAD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size BOUND LEDGER, 10" X 12" X 1'1/2".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, NORTH EAST CORNER, OFFICE, GENERAL STOREROOM, 1st FLOOR, INFIRMARY BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD GOOD CONDITION. UNDER ITEM-4-WARD ADMIT. BOOK ALTHOUGH LABELED AS SUCH IS IN NO WAY CONNECTED WITH CONTENTS.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE T KWEDAR 3-4-40 SERIAL #57
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "SCRAP MATERIALS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 100 PAGES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SCRAP MATERIALS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL OLD SCRAP ACCUMALATING FOR A PERIOD OF ONE MONTH, SUCH AS IRON, DRUMS, BARRELS, RAGS, EGG CRATES, BOXES AND OTHER ARTICLES THAT HAVE BEEN DISCARDED OR GOODS THAT HAVE BEEN DELIVERED ON WHICH NO DEPOSIT WAS REQUIRED. ARTICLES ARE BIDDED ON AND SOLD TO HIGHEST BIDDER. "SCRAP MATERIALS" SHOWS SOLD TO, DATE, ITEM, @ TOTAL, DATE PAID, DATE PAID TO
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued CASHIER, RECEIPT NO., REMARKS, UNDER REMARKS "NUMBER OF CHECK OF BIDDER RECEIVED FOR SCRAP, NAME OF BANK."

7. Arrangement CHRONOLOGICALLY BY DATE GOODS ARE DELIVERED.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size MEMORANDUM BOOK, 8" X 11" X 1/2", 100 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, OFFICE, GENERAL STORE ROOM, WEST END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR & GEORGE 3-4-40 SERIAL # 58
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "RECORD BOOK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOUND LEDGER, 300 PAGES, ACTIVE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RECORD
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 4 BOUND LEDGERS, 300 PAGES EACH, INACTIVE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS KEPT OF EVERY ITEM RECEIVED IN STOREROOM THAT WAS NOT PURCHASED FOR STOCK. WHEN AN ITEM IS RETURNED FOR NOT HAVING COME UP TO SPECIFICATIONS OR FOR OTHER REASONS IT IS ENTERED IN RED. ONE LEDGER IS KEPT ACTIVE FOR ONE YEAR. SHOWS DATE RECEIVED, EVERY ITEM RECEIVED,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECEIVED FROM, WHO RECEIVED IT, WHAT DEPARTMENT BOUGHT FOR, REQUISITION NO.

7. Arrangement CHRONOLOGICALLY BY DATE OF RECEIPT OF GOODS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14" X 10" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1936-1937-1938-1939-ON TABLE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
EAST END OFFICE GENERAL STOREROOM.
1940 ON DESK WEST END OFFICE GENERAL STOREROOM.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH-5-1940 SERIAL #59
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [OFFICE MEMORANDUM CARDS]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 500 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL ACTIVITIES IN REGARDS TO TURN OVER TO GIVE GENERAL STOREROOM INFORMATION ON PREVIOUS ORDERS. THIS CARD GIVES FULL DESCRIPTION OF MATERIALS AND GENERAL STOREROOM INFORMATION ON 6 MONTHS SUPPLY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY NAME OF ITEM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON LINED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4"X 6" CARDS. APPROX. 500.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 2-DRAWER METAL CABINET ON SMALL TABLE, SOUTH END OF OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH 5-1940 SERIAL # 60
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "POST INDEX"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 1000 CARDS 8"X5" PER DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THESE ARE COMPLETED CARDS OF DIFFERENT ITEMS USED IN THE POST INDEX. NEW CARDS HAVE BEEN SET UP FOR COMPLETED CARDS. SEE SERIAL #50. POST INDEX SHOWS: ARTICLE, SIZE, UNIT, SECTION, CASE, BIN, CARD, MAXIMUM, MINIMUM, DATE, QUANTITY, RECEIVED, REQUISITION OR DIVISION NO., QUANTITY. DISBURSED, BALANCE, BFW.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY NUMBER OF ITEM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 WOODEN FILE DRAWERS-6"X 8½"X 20", APPROX. 1000 CARDS PER DRAWER.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 2 WOODEN FILE DRAWERS ON TABLE, EAST END OF OFFICE, GENERAL STOREROOM-
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR & GEORGE MARCH 6th, 1940 SERIAL # 61
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [ORDERLIES UNIFORMS MEMO CARD]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 100 CARDS 3" X 5", EACH DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD SHOWS THAT HOSPITAL ORDERLIES HAVE RECEIVED UNIFORMS. WHEN A ORDERLY RESIGNS OR IS DISCHARGED HE MUST RETURN UNIFORMS ISSUED TO HIM TO GET CLEARANCE. SHOWS ITEMIZED LIST UNIFORMS ISSUED, DATE ISSUED, NAME OF EMPLOYEE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SIGNATURE OF EMPLOYEE, DATE OF LEAVING, SIGNATURE OF PERSON RECEIVING UNIFORMS UPON RETURN.

7. Arrangement ALPHABETICALLY BY EMPLOYEES NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON TYPED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4" X 6" X 15" WOODEN DRAWER.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 2-DRAWER WOODEN CABINET, ON TABLE, SOUTH END, OFFICE, GENERAL STOREROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR + GEORGE March 7th, 1940 SERIAL 62
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland

Name of agency or office Baltimore City Hospitals
(Office of custody) (Office which made the record, if different)

Address of office of custody Infirmary
(Name of building, room number, street address)

1. Title [Supply Directory]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 to date.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME, 200 sheets - ring binder - 8" x 11".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents This supply directory lists all items carried in general storeroom according to general classifications such as beds, clothing, cleaning compounds, glassware, chinaware, aluminum, tinware, stationery, office supplies and other miscellaneous articles; also contains a list of all in and
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ADDENDA #1

6. Contents--continued out items for stock giving requisition number but not kept in general storeroom.

(SEE ITEM #12)

7. Arrangement Alphabetically by name of item.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size BINDER, 8½" X 12".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities DESK IN OFFICE GENERAL STOREROOM, WEST SIDE OF BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information ITEM 6 CONT. - Page one of this record shows the 59 divisions in Hospital group; also gives each division a series of requisition numbers that the different divisions must go by in making out stores requisition forms. (SEE ADDENDA #1). Records in good condition.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SERIAL # 62

REQUISITION NUMBERS OF GENERAL STOREROOM FOR 1940

ITEM 6	CONTENTS CONT.		ADDENDA #1
MAIN OFFICE	1 TO 100	B-3	6001 TO 6300
SUPT OFFICE	101 " 200	B-4	6301 " 6600
SUPT RESIDENCE	201 " 300	B-5	6601 " 6900
RECORD ROOM	401 " 500	B-6	6901 " 7200
INFORMATION	501 " 600	B-7	7201 " 7500
DIETARY	601 " 1100	B-8	7501 " 7800
PROVISION STOREROOM	1101 " 1200	ITEMS IN GEN. EXP.	7801 " 8100
GENERAL STOREROOM	1201 " 1300	C-1	8101 " 8400
PHARMACY	1301 " 1400	C-2	8401 " 8700
CHIEF ENGINEER	1401 " 1500	C-3	8701 " 9000
FARM	1501 " 1700	C-4	9001 " 9300
NURSES HOME	1701 " 1900	C-5	9301 " 9600
MALE NURSES HOME	190 " 2100	C-6	9601 " 9800
OTTO GRAESER	2100 " 2134	INFIRMARY OFFICE	9801 " 9900
INTERNES HOME	2135 " 2400	MESS HALL	9901 " 10150
A-1 OB	2401 " 2700	MALE INFIRMARY	10151 " 10200
A-2 OB	2701 " 3000	FEMALE INFIRMARY	10201 " 10500
A-3 MEDICAL	3001 " 3300	MALE PSYCHO	10501 " 10800
A-4 SURGERY	3301 " 3600	FEMALE PSYCHO	10801 " 11100
A-5 MEDICAL	3601 " 3900	DENTAL CLINIC	11101 " 11200
A-6 SURGERY	3901 " 4200	X-RAY	11201 " 11400
A-7 PEDIATRICS	4201 " 4500	PATHOLOGY	11401 " 11600
OPERATING ROOM	4501 " 4800	ACCIDENT ROOM	11601 " 11900
SUPT. NURSES	4801 " 5100	GARAGE	11901 " 12000
GENERAL HOSPITAL	5100 " 5300	LAUNDRY	12001 " 12200
ITEMS IN GEN. HOSP. EXP.		SEWING ROOM	12201 " 12400
A/C OF GEN. HOSP.	5301 " 5400	DRESSING ROOM	12401 " 12700
		SOCIAL SERVICE	12701 " 12900
B-1	5401 " 5700	CLINICAL LAB.	12900 " 13100
B-2	5701 " 6000	PAINT SHOP	13101 " 14000
		CARPENTER SHOP	14001 " 16000

KWEDAR & GEORGE MARCH 8th, 1940 SERIAL # 63
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title (STORES REQUISITION, — INFIRMARY OFFICE)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 SHEETS - 7 1/4" x 8 1/2"
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS MADE FOR ALL OFFICE SUPPLIES AND SUPPLIES NEEDED FOR THE NYA AND ORIGINATES IN THE INFIRMARY OFFICE OF INFIRMARY BLDG. SHOWS DEPARTMENT, DATE, DIVISION, REQUISITION NO., QUANTITY, DESCRIPTION, STOCK NO., ORDER NO., COST ACCOUNT, ORDERED BY, RECEIVED BY, APPROVED. THIS FORM IS MADE IN TRIPLICATE, 3rd COPY KEPT ON FILE THIS OFFICE.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL # 48

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 10"X12".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities CUPBOARD - EAST END, OFFICE OF SUPT., INFIRMARY BLDG.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR & GEORGE MARCH 11th, 1940 SERIAL # 64
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title CARD INVENTORY OF EQUIPMENT
(Give present full title in quotes; assigned title, if any, in brackets. — ENGINEER DIVISION)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 450 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CARD FILE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THISIS A RECORD OF ALL MACHINERY AND EQUIPMENT INSTALLED IN THE 59 DIVISIONS OF THE HOSPITAL GROUP. THE ENGINEER DIVISION CONSISTS OF THE ELECTRICAL DEPT., MACHINE SHOP, PIPE SHOP, POWER HOUSE, AND MAKES ALL REPAIRS AND INSTALLS ALL MACHINERY AND OTHER EQUIPMENT NECESSARY IN THE BALTIMORE CITY HOSPITALS. THE 59 DIVISIONS ARE DIVIDED INTO APPROX. 9 DEPARTMENTS FOR EACH DIVISION FOR AN EASIER REFERENCE; WHEN ANY REPAIRS ARE NECESSARY ON ANY PART OF EQUIPMENT THIS CARD INVENTORY IS REFERRED TO FOR NUMBER OF PART BEING REPAIRED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SHOWS - NAME AND TYPE OF EQUIPMENT, UNIT, MOTOR, MODEL, SERIAL NUMBER, FRAME, HORSEPOWER, SPEED, PHASE, AMPS., VOLTS, BELT, THE ITEM DESCRIBED ABOVE WAS AN ELECTRICAL REFRIGERATOR.

7. Arrangement CHRONOLOGICALLY BY DIVISION AND DEPARTMENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN CARD - 4" X 6".
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 - DRAWER METAL CABINET - 5 1/4" X 13" X 14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
SIZE OF EACH DRAWER: 5" X 6" X 14".

11. Location by dates and quantities N.E. CORNER OF PIPE SHOP, OFFICE, ON WOODEN CABINET.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
ITEM-11 CONTINUED - THESE RECORDS ARE IN A 2-STORY BLDG. KNOWN AS "THE PIPE SHOP".

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

KWEDAR & GEORGE MAR. 12TH, 1940 SERIAL # 65
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title MEMORANDA OF TELEPHONE CALLS FOR REPAIRS - ENGINEER DIV.
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROXIMATELY 3000 SLIPS 3"X5".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL INCOMING TELEPHONE CALLS MADE FOR REPAIRS FROM ANY ONE OF THE DIVISIONS OF THE HOSPITAL GROUP. WHEN A CALL IS RECEIVED A MEMORANDUM IS MADE AND GIVEN TO WORKMAN WHO IS TO MAKE REPAIRS AND UPON COMPLETION OF SAME WORKMAN O.K'S MEMO., SHOWS MATERIAL USED, TIME REQUIRED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECORD SHOWS TIME CALL WAS MADE; DIVISION CALLING, REPAIRS NEEDED, BY WHOM REPAIRS WERE MADE.

7. Arrangement CHRONOLOGICALLY BY DATE AND TIME OF TELEPHONE CALL.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PLAIN PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size WIRE 3' LONG - WOODEN BLOCK BASE.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities N.W. CORNER OF PIPE SHOP, HANGING ON WIRE PARTITION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH 12, 1940 SERIAL # 66
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets.
(ENGINEER DIVISION)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 25 FORMS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION IS USED FOR ALL MATERIALS OTHER THAN SUPPLIES NECESSARY FOR REPAIRS, SUCH AS SOAP, OFFICE SUPPLIES, AND OTHER MISCELLANEOUS ARTICLES. REQUISITION SHOWS DEPARTMENT, DATE, DIVISION, REQ. NO. QUANTITY, DESCRIPTION, STOCK NO, ORDER NUMBER, COST ACCOUNT, ORDERED BY,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL # 48

6. Contents--continued RECEIVED BY, APPROVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 7 1/4" X 8 1/2" FORM
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities PIGEONHOLE OF DESK IN PIPE SHOP OFFICE, WEST SIDE OF BUILDING.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH. 13-1940 SERIAL #67
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937.
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title [RECORD BOOK ELECTRICAL REPAIRS
(Give present full title in quotes; assigned title, if any, in brackets.
- ENGINEER DIVISION]
If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 PAGES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ORDER BOOK
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF CALLS MADE FOR ALL ELECTRICAL WORK IN THE HOSPITAL GROUP. WHEN A CALL IS RECEIVED A MEMORANDUM SLIP IS MADE AND GIVEN TO ELECTRICIAN DOING WORK. ON COMPLETION OF WORK ELECTRICIAN O.K'S MEMORANDUM ORDER SHOWING MATERIAL USED, TIME REQUIRED AND RETURNS SLIP TO TELEPHONE CLERK WHO MAKES ENTRY IN RECORD BOOK. THIS RECORD SHOWS TIME CALL RECEIVED,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued TIME WORK FINISHED, DATE, MATERIAL USED, SIGNATURE OF WORKMAN, ACTUAL TIME REQUIRED TO COMPLETE WORK. MEMO. SLIP IS FILED ON LONG PIECE OF WIRE. SEE SERIAL #65

7. Arrangement CHRONOLOGICALLY BY DATE AND TIME OF TELEPHONE CALL.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5 1/2" X 11 3/4" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, PIPESHOP, NORTH END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE J. KWEDAR MARCH-13-1940 SERIAL #68
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title "SPECIAL PURCHASE RECEIPT" (ENGINEER DIVISION)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE (ACTIVE) 1936 TO 1939 (INACTIVE)
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 (ACTIVE) APPROX. 2000 (INACTIVE)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS MADE FOR ALL MATERIALS USED IN PIPE SHOP, MACHINE SHOP, AND ELECTRICAL SHOP WHICH ARE NOT KEPT IN STOCK AND WHICH MUST BE BOUGHT THROUGH THE CITY PURCHASING AGENT ON A CITY REQUISITION FORM. THESE FORMS ARE MADE IN TRIPLICATE AND ARE SENT TO GENERAL STOREROOM WHERE A CITY REQUISITION IS MADE AND A COPY OF SPECIAL PURCHASE TICKET ALSO OF CITY REQUISITION IS RETURNED TO OFFICE OF ENGINEER DIVISION (PIPE SHOP) FOR RECORD AND FILE. "SPECIAL PURCHASE RECEIPT" SHOWS, DATE, QUANTITY, UNIT, ITEM, JOB OR REQ., VENDOR, ALL SHORTAGES, DEFECTS, ERRORS IN DELIVERY, OR ANY CLAIM WHATSOEVER, MUST BE REPORTED TO GENERAL STOREROOM WITHIN 24 HOURS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DIVISION, SIGNATURE, CHAUFFEUR, TO BE RETURNED TO GENERAL STOREROOM. SEE SERIAL #44 FOR COPY OF FORM. B.C.H. 21

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 100 RECEIPTS, 7¼"x8½", ON FILE BOARD; 14"x9" (ACTIVE)
(Of record or container) Height, width, thickness or depth. Average number of pages or documents)
2000 RECEIPTS: 7¼"x8½"; IN TOP LEFT CORNER COMPT. 14"x12"x18" OF A 20 COMPT. METAL CABINET: 5'x5'x18". (INACTIVE)

11. Location by dates and quantities (ACTIVE RECORDS) ON DESK OF PIPE SHOP NORTH END OF ROOM. ON FILE BOARD. (INACTIVE) RECORDS N.W. COR. OF PIPE SHOP OFFICE TOP LEFT COR. COMPARTMENT OF 20 COMPARTMENT METAL CABINET, SIZE - 5'x5'x18"
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH-14-1940 SERIAL #69
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)

1. Title "CITY OF BALTIMORE REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. (ENGINEER DIVISION)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 60 REQUISITION FORMS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents UPON RECEIPT OF SPECIAL PURCHASE RECEIPT BY GENERAL STOREROOM FOR MATERIALS OR SUPPLIES NOT CARRIED IN STOCK IN GENERAL STOREROOM, A CITY OF BALTIMORE REQUISITION FORM IS MADE OUT TO CITY PURCHASING AGENT. A COPY OF CITY OF BALTIMORE REQUISITION FORM IS RECEIVED FROM GENERAL STOREROOM WHEN DELIVERY OF MATERIALS OR SUPPLIES ARE COMPLETED FOR RECORD AND FILE OF PIPE SHOP. THESE RECORDS ARE KEPT FOR ONE YEAR THEN ARE SENT TO GENERAL STOREROOM FOR PERMANENT FILING. REQUISITION SHOWS- DEPARTMENT, DATE, DIVISION, REQ. NO, COMPT. SYMBOL,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL #41-ADDENDA #1

6. Contents--continued CLASSIFICATION NO., (CONFIRMING NO.) YES OR NO
QUANTITY, DESCRIPTION, UNIT PRICE, VENDOR, ORDER NO,
COST ACCOUNT, ORDERED BY, DELIVER TO, APPROVED, BUREAU HEAD,
DEPT HEAD, APPROVED, DATE BUREAU CONTROL & ACCOUNTS.

7. Arrangement CHRONOLOGICALLY BY DATE AND NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8½" X 11" FORMS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities FILEBOARD, 14" X 9", ON DESK,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
NORTH END OF PIPE SHOP.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
ITEM 7 CONT. ALTHOUGH EACH OF THESE FORMS ARE NUMBERED THEY ARE ONLY KEPT IN NUMERICAL ORDER IN GENERAL STOREROOM WHICH IS THE OFFICE OF ORIGIN OF THIS FORM.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE J. KWEDAR MARCH 14-1940 SERIAL #10
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title (INCOMING CORRESPONDENCE
(Give present full title in quotes; assigned title, if any, in brackets.
— ENGINEER DIVISION.)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 200 LETTERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LETTERS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL INCOMING CORRESPONDENCE PERTAINING TO ELECTRIC, MACHINE, AND PLUMBING SHOP, ADDRESSED TO SUPERITENDENT BALTIMORE CITY HOSPITALS ACKNOWLEDGING RECEIPT OF ORDER FOR MATERIALS OR SUPPLIES ORDERED BY THESE DEPARTMENTS. THIS CORRESPONDENCE IS SENT TO MR. McKEY (PIPE SHOP) FOR HIS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued INFORMATION AND FILE BY SUPERITENDENT OF HOSPITALS.

7. Arrangement ALPHABETICALLY BY NAME OF FIRM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED HEAD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8½" X 11" PAPER IN CARDBOARD FILE BOX: 11½ X 12½" X 3".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities THIRD LEFT TOP COMPARTMENT, 14" X 12" X 18", IN 20 COMPARTMENT METAL CABINET, 5' X 5' X 18".
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR + GEORGE MARCH 18th, 1940 SERIAL #71
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP, (ENGINEER DIVISION)
(Name of building, room number, street address)

1. Title [RECORD OF MATERIALS ORDERED FOR ALL DIVISIONS OF HOSPITAL GROUP]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER CONT. 59 FOLDERS, APPROX. 590 ORDERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF MATERIALS AND SUPPLIES PURCHASED FOR AND CHARGED AGAINST THE DIVISIONS OF HOSPITAL GROUP REQUIRING MATERIALS NECESSARY FOR REPAIRS. THESE MATERIALS ARE ORDERED ON CITY REQUISITION FORM (SEE SERIAL #69) FORM SHOWS DATE, WORK NECESSARY, DEPARTMENT, MATERIAL ORDERED; ALSO SHOWS DIFFERENT DEPARTMENTS DOING REPAIRS SUCH AS ELECTRICAL, MACHINE SHOP,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued PLUMBING,

THIS IS A NEW RECORD AND WAS ONLY INAUGERATED THE FIRST OF THIS YEAR. EACH DIVISION HAS A SEPERATE FOLDER AND CONTAINS THE DIFFERENT DEPTS

7. Arrangement CHRONOLOGICALLY BY DATE OF ORDER AND DIVISION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size WOODEN FILE DRAWER 11" X 13" X 23".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TABLE, PIPE SHOP, NORTH END OF ROOM, 1st FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR + GEORGE MARCH 19TH 1940 SERIAL #72
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP (ENGINEER DIV.)
(Name of building, room number, street address)

1. Title [OUTGOING MATERIALS]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 50 FORMS, 9"/4 X 11"/4
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A MEMORANDUM RECORD OF ALL MATERIALS OR SUPPLIES TAKEN OUT BY THE DIFFERENT MECHANICS OF THE DEPARTMENTS LOCATED IN THE PIPE SHOP. THESE FORMS ARE KEPT FOR A SHORT TIME UNTIL ENTERED IN DIVISION FOLDERS (SEE SERIAL #71) THEN ARE DESTROYED. RECORD SHOWS - STOCK ISSUED, YEAR, NUMBER, ARTICLE, VENDOR, REQ., PKG., UNIT, QUAN., DISPOSITION, REMARKS, DATE. IN THE NEAR FUTURE THIS RECORD WILL BE KEPT ON A PLAIN CARD, 4" X 6", AND WILL BE KEPT AS A PERMANENT RECORD.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE MATERIALS ARE TAKEN OUT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD, 9" X 14".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK PIPE SHOP,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
NORTH END OF ROOM, 1st FLOOR.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR + GEORGE MARCH 19TH, 1940 SERIAL # 73
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PIPE SHOP
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title (MATERIALS - INCOMING)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1940 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity (APPROXIMATELY) 50 SHEETS 9'1/4" X 11'1/4".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL MATERIALS AND SUPPLIES ORDERED ON CITY REQUISITION FORM AND DELIVERED TO PIPE SHOP FOR THE DIFFERENT DIVISIONS FOR WHICH ORDERED OR FOR STOCK. EACH ITEM IS LISTED ON THIS FORM, THEN IS CHARGED AND ENTERED TO DIVISION AND DEPT. FOLDER. (SEE SERIAL # 71) AFTER ENTRYS ARE MADE IN DIVISION FOLDER, THEY ARE LATER DESTROYED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECORD SHOWS MATERIAL RECD., DATE, YEAR, NUMBER, ARTICLE, VENDOR, REQ., PKG., UNIT, QUAN., DISPOSITION, REMARKS.

7. Arrangement CHRONOLOGICALLY BY DATE MATERIALS RECD.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size FILEBOARD 9" X 14".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, PIPE SHOP, NORTH END ROOM, 1st FLOOR.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE RECORDS ARE TO BE KEPT ON A PLAIN CARD, 4" X 6", IN THE NEAR FUTURE AND WILL BE A PERMANENT RECORD.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH 20, 1940 SERIAL #74
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody PAINT SHOP
(Name of building, room number, street address)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 250 FORMS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION FORM IS USED FOR ALL MATERIALS AND SUPPLIES NECESSARY FOR THE PAINT DEPARTMENT, SUCH AS PAINTS, BRUSHES, OIL, VARNISH, TURPENTINE, AND OTHER MISCELLANEOUS ARTICLES USED IN PAINT DEPARTMENT. THE PAINT DEPARTMENT DOES ALL PAINTING NECESSARY Except that W.P.A. did a lot of painting on buildings in 1939. IN THE HOSPITAL GROUPS. REQUISITION SHOWS DEPT, DATE, DIVISION,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL #48 FOR COPY OF REQUISITION FORM

6. Contents--continued REG. No., QUANTITY, DESCRIPTION, STOCK No; ORDER No., COST ACCOUNT, ORDERED BY, RECEIVED BY, APPROVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 7 1/4" X 8 1/2" FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, PAINT SHOP, SOUTH END OF ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR & GEORGE MARCH 20th 1940 SERIAL #75
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody PAINT DEPARTMENT.
(Name of building, room number, street address)

1. Title [DAILY SUMMARY OF WORK]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JULY 27-1936 TO DEC. 1938 JAN. 1939 TO DATE (i.e., 1936--.)
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLS. 150 PAGES EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ORDER BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF WORK AND MATERIALS AND A DAILY SUMMARY OF WORK DONE EACH DAY BY THE PAINT DEPARTMENT. THIS DEPARTMENT DOES ALL PAINTING NECESSARY ON ANY OF THE BUILDINGS IN HOSPITAL GROUP. RECORD SHOWS DATE WORK STARTED, MATERIAL USED, KIND OF WORK,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
Except W.P.A. did painting 1939.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued LOCATION, NUMBER OF MEN, DATE WORK COMPLETED.

7. Arrangement CHRONOLOGICALLY BY EACH DAYS WORK.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5" X 12" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON DESK, OF PAINT SHOP, SOUTH END ROOM.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH 21, 1940 SERIAL # 76
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 85 REQUISITION; 7 1/4" X 8 1/2".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REQUISITIONS-ARRIVALS-PURCHASE TICKETS-EQUIPMENT DATA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION FORM IS USED FOR ALL MATERIALS AND SUPPLIES NECESSARY FOR THE POWER PLANT OF THE ENGINEERS DIVISION WHICH ARE CARRIED IN STOCK IN GENERAL STOREROOM. REQUISITION SHOWS DEPT. DATE, DIVISION, REQ. NO., QUANITY, DESCRIPTION, STOCK NO., ORDER NO., COST ACCOUNT, ORDERED BY, RECEIVED BY, APPROVED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL # 48 FOR COPY OF REQUISITION FORM.

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HADWRITTEN ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size TOP DRAWER: 16 1/2" X 28 1/2" X 12" OF A 4-DRAWER METAL CABINET: 17 1/2" X 28 1/2" X 52", APPROX. 85 REQUISITIONS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 4-DRAWER METAL CABINET, EAST END OF ROOM, POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR JAN. 11-1940 SERIAL # 77
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "SPECIAL PURCHASE RECEIPT"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 TICKETS, 7 1/4" X 8 1/2".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REQUISITIONS-ARRIVALS-PURCHASE TICKET-EQUIPMENT DATA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS RECORD IS MADE FOR ALL MATERIALS USED IN POWER PLANT WHICH ARE NOT KEPT IN STOCK AND WHICH MUST BE BOUGHT THROUGH THE PURCHASING AGENT CITY HALL ON A CITY REQUISITION FORM. THESE FORMS ARE MADE IN TRIPLICATE AND ARE SENT TO GENERAL STOREROOM WHERE A CITY REQUISITION FORM IS MADE. A COPY OF SPECIAL PURCHASE RECEIPT, ALSO A COPY OF CITY REQUISITION FORM, IS RETURNED TO POWER PLANT FOR RECORD AND FILE. SHOWS DATE, QUAN., UNIT, ITEM, JOB OR REQ., VENDOR, ALL SHORTAGES, DEFECTS, ERRORS IN DELIVERY OR ANY CLAIM WHATSOEVER
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued MUST BE REPORTED TO GENERAL STORE ROOM WITHIN 24 HOURS, DIVISION, SIGNATURE, CHAUFFEUR, TO BE RETURNED TO GENERAL STOREROOM. SEE SERIAL #44 FOR COPY OF FORM BCH #21

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size TOP DRAWER: 16 1/2" X 28 1/2" X 12" OF A 4-DRAWER METAL CABINET: 17 1/2" X 28 1/2" X 52".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EAST END OF POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWIEDAR MARCH-23-1940 SERIAL # 78
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "CITY OF BALTIMORE REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 REQUISITIONS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REQUISITIONS-ARRIVALS-PURCHASE TICKET-EQUIPMENT DATA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents UPON RECEIPT OF A SPECIAL PURCHASE RECEIPT (SEE SERIAL #77)
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)
FROM THE POWER PLANT OF THE ENGINEER DIVISION A CITY OF BALTIMORE REQUISITION FORM IS MADE IN GENERAL STOREROOM AND MATERIALS OR SUPPLIES ARE ORDERED THROUGH THE CITY PURCHASING AGENT, WHEN MATERIALS OR SUPPLIES ORDERED ARE DELIVERED TO POWER PLANT A COPY OF CITY OF BALTIMORE REQUISITION FORM ACCOMPANIES SAME FOR RECORD AND FILE. REQUISITION SHOWS DEPARTMENT, DATE, DIVISION, REQ NO., COMPTROLLER'S SYMBOL, CLASSIFICATION NO. (CONFIRMING) QUANTITY, DESCRIPTION, UNIT PRICE, VENDOR, ORDER NO., COST ACCOUNT, ORDERED BY,
YES OR NO

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL # 41-ADDENDA # 1 FOR COPY OF REQUISITION

6. Contents--continued DELIVER TO, APPROVED, BUREAU HEAD, DEPT. HEAD, APPROVED, DATE, BUREAU CONTROL Y ACCOUNTS.

7. Arrangement CHRONOLOGICALLY BY DATE of Requisition AND NUMERICALLY BY NUMBER OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size TOP DRAWER. 16½" X 28½" X 12" OF A 4-DRAWER METAL CABINET: 17½" X 28½" X 52", APPROX. 100 REQUISITIONS TO DRAWER.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities EAST END OF POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

ITEM #7 - CONTINUED - ALTHOUGH EACH OF THESE FORMS ARE NUMBERED THEY ARE ONLY KEPT IN NUMERICAL ORDER IN GENERAL STOREROOM WHICH IS THE OFFICE OF ORGIN OF THIS FORM.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

KWEDAR & GEORGE MARCH 23rd, 1940 SERIAL # 79
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "RECORD OF PERMUTIT WATER SOFTENER"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO 4-1-39 -- 150 PAGES - INACTIVE
4-2-39 TO DATE -- 150 PAGES - ACTIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLS. 6 1/2" X 11 X 1/2".
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY RECORD OF PERMUTIT WATER SOFTENER AND SHOWS DATE, TIME, METER READINGS, GALLONS OF SOFT WATER EACH RUN, SOAP TEST END OF RUN, END RUN (a), START RUN (B), DROPS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE AND TIME OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 6 1/2" X 11" X 1/2"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
THIS RECORD CONTAINS APPROX. 150 PAGES AND 10 DAILY ENTRYS TO A PAGE.

11. Location by dates and quantities UPPER LEFT DRAWER OF DESK, EAST END OF POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH 26, 1940 SERIAL # 80
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "BOILER CONTROL REPORT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 1546 REPORTS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A BOILER FEED WATER ANALYSIS RECORD
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
AND IS KEPT DAILY. REPORT SHOWS FROM YEAR TO YEAR, SOURCE OF SAMPLE SOFTENER EFFLUENT, BOILER FEED WATER, CONDENSATE, DATE (MARKIN), BOILER WATER, BOILER NO., HARDNESS, ALKALINITY, CHLORIDES, SULFATES, SOFTENER OPERATION, THOUSANDS OF GALLONS OF WATER SOFTENED, INTERNAL TREATMENT, MECHANICAL OPERATION, THOUSAND GALLONS OF WATER FED TO BOILERS, REMARKS - COMPANY,

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE ATTACHED FORM

6. Contents--continued ADDRESS, SIGNATURE.

7. Arrangement CHRONOLOGICALLY BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 1/4" X 11" FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities UPPER LEFT HAND DRAWER OF DESK,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
EAST END POWER PLANT OFFICE.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BETZ

W.H. & L.D. Betz

Chemical Engineers and
Consultants on All Water Problems
235 W. WYOMING AVENUE
PHILADELPHIA, PENNA.

BOILER CONTROL REPORT
BETZ SERVICE BASED ON FACTS

FROM.....19 ; TO.....19 .

218 1-40 5M

BETZ

SOURCE OF SAMPLE	SOFTENER EFFLUENT	BOILER FEED WATER	CONDENSATE	
DATE (MARK IN) →				
A HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)				
B ALKALINITY (50 cc Sample) cc to "P"				
C cc to "M"				
D				

BOILER WATER	BOILER No.....	BOILER No.....	BOILER No.....
DATE (MARK IN) →			
E HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)			
F ALKALINITY (50 cc Sample) cc to "P"			
G cc to "M"			
H CHLORIDES (50 cc Sample) (cc of Silver Nitrate)			
J SULFATES (25 cc Sample) (cc of Barium Chloride)			
K			
L No. of Blows/Day			

	BOILER No.....	BOILER No.....	BOILER No.....
E HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)			
F ALKALINITY (50 cc Sample) cc to "P"			
G cc to "M"			
H CHLORIDES (50 cc Sample) (cc of Silver Nitrate)			
J SULFATES (25 cc Sample) (cc of Barium Chloride)			
K			
L No. of Blows/DAY			

DATE (MARK IN) →		REMARKS
M SOFTENER OPERATION Lbs. Lime		
N Lbs. Soda Ash		
P Lbs.....		
Q THOUSAND GALLONS OF WATER SOFTENED		
R INTERNAL TREATMENT Total Lbs. K-Gel Per Day		
S Total Lbs. Adjunct Per Day		
T. Total Lbs.....		Company
U MECHANICAL OPERATION Fuel Burned.....		Address
V Thousand Gallons of Water Fed to Boilers		Signature

↑LETTER REFERS TO INSTRUCTIONS ON OTHER SIDE

BE SURE TO SIGN NAME OF COMPANY

PRINTED IN U. S. A

BETZ

W.H. & L.D. Betz

Chemical Engineers and
Consultants on All Water Problems

235 W. WYOMING AVENUE
PHILADELPHIA, PENNA.

BOILER CONTROL REPORT
BETZ SERVICE BASED ON FACTS

218 1-40 5M

FROM.....19 ; TO.....19 .

BETZ

SOURCE OF SAMPLE	SOFTENER EFFLUENT	BOILER FEED WATER	CONDENSATE	
DATE (MARK IN) →				
A HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)				
B ALKALINITY (50 cc Sample) cc to "P"				
C cc to "M"				
D				

BOILER WATER	BOILER No.....	BOILER No.....	BOILER No.....
DATE (MARK IN) →			
E HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)			
F ALKALINITY (50 cc Sample) cc to "P"			
G cc to "M"			
H CHLORIDES (50 cc Sample) (cc of Silver Nitrate)			
J SULFATES (25 cc Sample) (cc of Barium Chloride)			
K			
L No. of Blows/Day			

	BOILER No.....	BOILER No.....	BOILER No.....
E HARDNESS (50 cc Sample) (cc of Soap—Lather Factor)			
F ALKALINITY (50 cc Sample) cc to "P"			
G cc to "M"			
H CHLORIDES (50 cc Sample) (cc of Silver Nitrate)			
J SULFATES (25 cc Sample) (cc of Barium Chloride)			
K			
L No. of Blows/DAY			

DATE (MARK IN) →		REMARKS
M SOFTENER OPERATION Lbs. Lime		
N Lbs. Soda Ash		
P Lbs.....		
Q THOUSAND GALLONS OF WATER SOFTENED		
R INTERNAL TREATMENT Total Lbs. K-Gel Per Day		
S Total Lbs. Adjunct Per Day		
T Total Lbs.....		Company
U MECHANICAL OPERATION Fuel Burned.....		Address
V Thousand Gallons of Water Fed to Boilers		Signature

↑LETTER REFERS TO INSTRUCTIONS ON OTHER SIDE

BE SURE TO SIGN NAME OF COMPANY

PRINTED IN U. S. A.

KWEDAR + GEORGE MARCH 26th, 1940 Serial # 81

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION.)

1. Title "BOILER ROOM REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LOOSE LEAF BINDER — 90 REPORTS - JAN. 1940 TO DATE
1 BUNDLE - 365 REPORTS - JAN. 1939 TO DEC. 31 - 1939
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A BOILER ROOM REPORT AND SHOWS THE DAILY ACTIVITIES OF THE POWER PLANT. REPORT SHOWS DATE, YEAR, TIME, BOILERS, FEED PUMPS, CONDENSATE PUMPS, COMBUSTION CONTROL PUMPS, SERVICE PUMPS, VENTURI METER READING GALS. X 100, WATER SOFTENER UNIT NO. 1., WATER TREATED G.P.H., CUMULATIVE WATER TREATED BETWEEN REGENERATIONS, METER READING, UNIT NO. 2. METER READING, WATER TREATED G.P.H., CUMULATIVE WATER TREATED BETWEEN REGENERATIONS, PERCENTAGE FEED WATER MAKEUP GALS., LIGHTING WATT HOUR METER, POWER WATT HOUR METER, COAL SCALE READING, WEIGHT OF COAL CONSUMED READING X 200, WATER ANALYSIS, BOILER NO. 1-2-3, ALKALINITY, HARDNESS, CHLORIDE, SULPHATE, ALKAL.-SULPHATE RATIO, P.H. VALUE, 12M-8A.M. REMARKS WATCH ENGINEER, 8AM-4P.M.- REMARKS-WATCH ENGINEER, 4P.M-12M. REMARKS-WATCH ENGINEER, LEGEND: X-SERVICE, B-BANKED, A-AVAILABLE FOR SERVICE, R-REPAIRS, P.I.-PERIODIC INSPECTION, G.C.-GENERAL CLEANING,

(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc.. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

SEE ATTACHED FORM-

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued COAL SHIPMENTS - CAR NO., ARRIVED, WEIGHT, CALLED OFF. STEAM GENERATED - FLOW METER READING, PREVIOUS READING, DIFFERENCE - BOILER NO. 1, 2, 3, TOTAL. TOTAL STEAM GENERATED - LB., TOTAL COAL CONSUMED: LB., EVAPORATION: LB.

7. Arrangement CHRONOLOGICALLY BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 11 3/4" X 21 1/4" X 1 1/2" - 1 - LOOSE LEAF BINDER
1 BUNDLE - 10 1/2 X 21" X 6"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BINDER - 1940 TO DATE ON TABLE WEST END POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
1 BUNDLE - JAN. 1939 TO DEC. 1939 - SOUTH END POWER PLANT OFFICE ON TABLE.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)
_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BALTIMORE CITY HOSPITALS

BOILER ROOM REPORT

DATE.....193.....

Time	Boilers			Feed Pumps		Condensate Pumps		Combustion Control Pumps		Service Pumps		Venturi Meter Reading Gals. X 100	WATER SOFTENER UNIT NO. 1 Water Treated G. P. H.	WATER SOFTENER UNIT NO. 1 Cumulative Water Treated Between Regenerations	WATER SOFTENER UNIT NO. 1 Meter Reading	WATER SOFTENER UNIT NO. 2 Meter Reading	WATER SOFTENER UNIT NO. 2 Water Treated G. P. H.	WATER SOFTENER UNIT NO. 2 Cumulative Water Treated Between Regenerations	Percentage Feed Water Makeup Gals.	Lighting Watt Hour Meter	Power Watt Hour Meter	Coal Scale Reading	Weight of Coal Consumed Reading X 200
	1	2	3	1	2	1	2	1	2	1	2												
12 M-1 A. M.																							
1-2 A. M.																							
2-3 A. M.																							
3-4 A. M.																							
4-5 A. M.																							
5-6 A. M.																							
6-7 A. M.																							
7-8 A. M.																							
8-9 A. M.																							
9-10 A. M.																							
10-11 A. M.																							
11-12 N.																							
12-1 P. M.																							
1-2 P. M.																							
2-3 P. M.																							
3-4 P. M.																							
4-5 P. M.																							
5-6 P. M.																							
6-7 P. M.																							
7-8 P. M.																							
8-9 P. M.																							
9-10 P. M.																							
10-11 P. M.																							
11-12 M.																							

Water Analysis	Boiler No. 1	Boiler No. 2	Boiler No. 3
Alkalinity			
Hardness			
Chloride			
Sulphate			
Alkal.-Sulphate Ratio			
p.H. Value			

REMARKS

Watch Engineer

Watch Engineer

Watch Engineer

LEGEND: X—Service
B—Banked
A—Available for Service
R—Repairs
P. I.—Periodic Inspection
G. C.—General Cleaning

COAL SHIPMENTS

Car No.				
Arrived				
Weight				
Called Off				

STEAM GENERATED

	Flow Meter Reading	Previous Reading	Difference
Boiler No. 1			
Boiler No. 2			
Boiler No. 3			
		Total	

TOTAL STEAM GENERATED:.....LB.

TOTAL COAL CONSUMED:.....LB.

EVAPORATION:.....LB.

GEORGE J. KWEDAR MARCH 27, 1940 SERIAL #82
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title [RAILROAD ARRIVAL NOTICE]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates APRIL, 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER OF METAL CABINET
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REQUISITION-ARRIVALS-PURCHASE TICKETS-EQUIPMENT DATA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RAILROAD ARRIVAL NOTICE OF ALL COAL RECEIVED FOR POWER PLANT WHICH WAS ORDERED ON A CITY OF BALTIMORE REQUISITION FORM. THIS DUPLICATE COPY OF FORM IS SENT OVER TO POWER PLANT BY SUPT. CITY HOSPITALS FOR ENGINEER'S INFORMATION AND RECORD AND UPON RECEIPT IS ALSO ENTERED IN COAL RECORD BOOK (SEE SERIAL #83). NOTICE SHOWS NAME OF RAILROAD, MONTH, DATE, YEAR, CAR INITIALS AND NUMBER, C.L. TRANSFERRED TO L.C.L. LOADING NO., DATE, WAYBILL NO., TO STATION, STATE, FROM STATION STATE, FULL NAME OF SHIPPER, AND, FOR C.O.D. SHIPMENTS, STREET ADDRESS, ROUTE (SHOW EACH JUNCTION AND CARRIER IN ROUTE ORDER TO DESTINATION OF WAYBILL)
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued CONSIGNEE AND ADDRESS, WEIGHED, DESCRIPTION OF ARTICLES AND MARKS, COMMODITY No., WEIGHT, RATE, FREIGHT, ADVANCES PREPAID.

7. Arrangement CHRONOLOGICALLY BY DATE OF NOTICE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size TOP DRAWER: 16½" X 28½" X 12", CONTAINING APPROX. 250 NOTICES OF A 4-DRAWER METAL CABINET 17½" X 28½" X 52"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) Top drawer of a 4-drawer metal cabinet. Drawer: 16½ X 28½ X 12; Cabinet: 17½ X 28½ X 52.

11. Location by dates and quantities EAST END POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information THIS IS A RAILROAD FORM AND A COPY OF FORM COULD NOT BE OBTAINED.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2) RECORDS IN GOOD CONDITION.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

KWEDAR & GEORGE MARCH 27TH 1940 SERIAL # 83
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title [COAL RECORD BOOK]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1938 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 50 PAGES - 11" X 14" - LOOSE-LEAF LEDGER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling COAL BOOK - BALTO. CITY HOSP., BOILER HOUSE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL COAL RECEIVED FOR POWER PLANT AND WHICH IS ENTERED FROM ARRIVAL NOTICE (SEE SERIAL 82) OF RAILROAD COMPANY MAKING DELIVERY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
THIS RECORD SHOWS - MONTH, DAY, YEAR, CAR NUMBER, TIME OF ARRIVAL, ORDERED OUT, HOUR, WEIGHT TONS, ARRIVAL NOTICE, FREIGHT BILL, RAILROAD, REMARKS.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1-LOOSE LEAF LEDGER: 14 1/2" X 12" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities TOP LEFT DRAWER, DESK, OFFICE, POWER PLANT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

GEORGE J. KWEDAR MARCH 28, 1940 SERIAL # 84
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "BOILER HOUSE RECORD"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 PAGES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BOILER HOUSE RECORD.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A BOILER HOUSE REPORT AND SHOWS COMPLETE ACTIVITIES OF THE POWER PLANT DAILY. THIS RECORD IS KEPT AS A MONTHLY RECORD BUT IS ENTERED DAILY AND SHOWS MONTH, YEAR, LBS OF COAL, COAL SCALE READING, X2055, TOTAL STEAM BOILERS, 1,2,3, EVAP, TOTAL LBS OF MAKE UP, VENTURI METER READING, % MAKE UP, TOTAL FLOW METER READINGS X5920-1.2.3. BOILERS, H.P. FLOW, L.P. FLOW, K.W. LIGHT, K.W. POWER, K.W.N.P.H., K.W.O.P.H, TOTAL LBS. OF STEAM, TOTAL LBS. COAL, TOTAL LBS. WATER SOFTNER, TOTAL LBS. MAKE UP, HEATING DEGREE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DAYS, TOTAL GALLONS CITY WATER PUMPED, TOTAL K.W. GAS. CO., TOTAL K.W. POWER N.P.H., TOTAL K.W. LIGHT NEW POWER HOUSE; ALSO SHOWS AMOUNT BAGS OF SALT USED.

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 10"X 11 1/2" X 1 1/2" LOOSE LEAF BINDER CONTAINING APPROX. 100 PAGES; 8 1/2" X 11"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities TOP LEFT HAND DRAWER OF DESK, BOILER ROOM OFFICE OF POWER PLANT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

KWEDAR & GEORGE MARCH 28th, 1940 SERIAL # 85
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title "MONTHLY TIME BOOK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates APRIL, 1939 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity APPROX. 100 PAGES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MONTHLY TIME BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A RECORD OF ALL TIME MADE BY THE PERSONNEL OF THE POWER PLANT. ALTHOUGH EMPLOYEES TIME IS ENTERED DAILY THIS RECORD IS KEPT FROM MONTH TO MONTH. RECORD SHOWS MONTH, YEAR, FOREMAN'S SIGNATURE, NAME OF EMPLOYEE, DATE, TOTAL TIME, RATE PER DAY, AMOUNT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR; such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 1/2" X 7 1/2" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities TOP LEFT HAND DRAWER OF DESK POWER PLANT OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE KWEDAR MARCH-29-1940 SERIAL #86
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT
(Name of building, room number, street address)
(ENGINEER DIVISION)

1. Title [PARTS AND MATERIALS FOR BOILERS]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LOOSE LEAF BINDER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A MEMO. RECORD OF ALL PARTS AND MATERIALS NEEDED AND USED ON THE DIFFERENT BOILERS IN THE POWER PLANT AND WHICH WERE REQUISITIONED ON CITY REQUISITION FORM, AND SHOWS SUCH ITEMS AS 3 GUAGE GLASSES, 6 WASHERS, 2 MAN HOLE GASKETS, 24 LINKS MACHINE CHAIN, 4 1/4" X 2 1/2" BRASS BOLTS, 4 BUSHINGS AND ANY OTHER PARTS NECESSARY. EACH ITEM IS LISTED AND CHARGED AGAINST BOILER FOR WHICH ORDERED; ALSO SHOWS TIME AND
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DATE ITEM RECEIVED.

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12"X 14 1/2" X 3 1/4" LOOSE LEAF BINDER CONTAINING
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
APPROX. 50 PAGES 11"X 14"

11. Location by dates and quantities CENTER LEFT HAND DRAWER OF
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
DESK OF POWER PLANT OFFICE.

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

KWEDAR & GEORGE MARCH 29TH 1940 SERIAL # 87
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS
(Office of custody) (Office which made the record, if different)

Address of office of custody POWER PLANT (ENGINEER DIVISION)
(Name of building, room number, street address)

1. Title [INCOMING CURRENT]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LOOSE LEAF BINDER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SUPERIOR LOOSE LEAF NOTE BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A DAILY RECORD OF ALL INCOMING POWER (KWs) SUPPLIED BY GAS & ELECTRIC CO., RECORD SHOWS KW-READING, O.P.H., MONTH, DAY, YEAR, KW-HIGH, TIME, KW-LOW, TIME.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9 1/2" X 11 1/2" X 1" - 1 LOOSE LEAF BINDER,
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities APPROX, 100 PAGES, 8 1/2" X 11",
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
CONTAINED IN BINDER IN CENTER DRAWER OF DESK POWER PLANT OFFICE.

12. Other information BINDING BAD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH. 29, 1940 SERIAL #88
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "STORES REQUISITION" (SEWING ROOM)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933 TO 1939, INACTIVE; 1940 TO DATE, ACTIVE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 BUNDLES REQUISITIONS, INACTIVE. 1 FILE BOARD, ACTIVE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS REQUISITION IS MADE FOR ALL SEWING SUPPLIES SUCH AS COTTON, TAPE, BUTTONS, SCISSORS. ALSO FOR PENCILS, SOAP, AND OTHER MISCELLANEOUS ARTICLES NEEDED. REQUISITION SHOWS DEPARTMENT, DATE, DIVISION, REQUISITION NO., QUAN., DESCRIPTION, STOCK NO., ORDER NO., COST ACCT., ORDERED BY, RECEIVED BY, APPROVED. THIS RECORD IS KEPT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

SEE SERIAL #41 FOR STORES REQUISITION FORM

6. Contents--continued FOR A PERIOD OF ONE YEAR THEN TIED UP IN BUNDLES AND FILED AS A PERMANENT RECORD.

7. Arrangement CHRONOLOGICALLY BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4'X7'X20" CUPBOARD CONTAINING 7 BUNDLES INACTIVE
(Of record or container. Height, width, thickness or depth. Average number of REQUISITIONS; 1 WOODEN FILEBOARD, 9"X14" CONTAINING pages or documents) 20 REQUISITIONS.

11. Location by dates and quantities CUPBOARD: 4'X7'X20" EAST END,
(Room, vault, wall--N.E.S.W., section, bin, shelf, SEWING ROOM; FILEBOARD 9"X14", LOWER SHELF, WEST cabinet, on floor) END SEWING ROOM, 3RD BIN.

12. Other information
(Condition of record if not good. Relation to other records. RECORDS IN GOOD CONDITION.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE & KWEDAR MARCH 30, 1940 SERIAL # 89
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title "ORDER BOOK"
(Give present full title in quotes; assigned title, if any, in brackets.
[INDIVIDUAL DAILY WORK RECORD]
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 3, 1938 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 VOLUMES, 100 PAGES EACH, APPROX. 40 PAGES USED EACH VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ORDER BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS AN INDIVIDUAL WORK RECORD OF EACH EMPLOYEE OF THE SEWING ROOM WHICH SHOWS AMOUNT OF WORK DONE EACH DAY. RECORD SHOWS MONTH, DAY, YEAR 13 INDIVIDUAL LAUNDRY BAGS, 40 GLOVE CASES, 45 WHITE GOWNS, TAPE AND HEMS, 40 UNDERSHIRTS HEMS ON SLEEVES AND BUTTONS. UNDER
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued REPAIRING SHOWS: 8 MEN'S DRAWERS, 10 CHEST BLANKETS, 5 RUBBER APRONS. 1 VOLUME IS KEPT FOR EACH EMPLOYEE.

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9 VOLUMES, 5" X 12" X 1", EACH; APPROX. 100 PAGES TO EACH VOLUME.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities LOWER SHELF WEST END SEWING ROOM, 3RD BIN.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

GEORGE + KWEDAR MARCH 30, 1940 SERIAL # 90
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BALTIMORE CITY HOSPITALS.
(Office of custody) (Office which made the record, if different)

Address of office of custody INFIRMARY
(Name of building, room number, street address)

1. Title [COMPLETE DAILY WORK RECORD-SEWING ROOM]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN., 1934 TO DEC., 1938-INACTIVE, 1 VOL. 100 PAGES. JAN., 1939 TO DATE. ACTIVE. 1 VOL. 100 PAGES.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents THIS IS A COMPLETE DAILY RECORD OF ALL WORK DONE EACH DAY BY THE EMPLOYEES OF THE SEWING ROOM LOCATED IN INFIRMARY BUILDING. THIS SEWING ROOM WHICH IS A PART OF THE HOSPITAL GROUP MAKES ALL BED LINENS, APRONS, GOWNS, UNDERWEAR, LAUNDRY BAGS, GLOVE CASES AND OTHER MISCELLANEOUS ARTICLES; ALSO MAKES ALL REPAIRS NECESSARY ON ABOVE ITEMS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECORDS SHOWS DAY OF WEEK, MONTH, DATE, YEAR, AMOUNT AND KIND OF WORK DONE BY ALL EMPLOYEES IN SEWING ROOM.

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 VOLUMES: 7" X 8½" ½" EACH, APPROX. 100 PAGES TO EACH VOLUME.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities LOWER SHELF, WEST END SEWING ROOM, 3RD BIN.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH INDEX 8V ENVELOPE No. 82D

BALTIMORE CITY HOSPITAL (DAIRY FARM DIVISION)

4940 EASTERN AVE

DATE OF REPORT	SERIAL No	TITLE	DATE OF RECORD
2-21-40	1	(DAILY MILK RECORD)	JAN 1 1939---
2-26-40	2	"HERD RECORD BOOK"	APR 1, 1939---
2-21-40	3	(INDIVIDUAL COW RECORDS)	MARCH 1936-

MACK- DILWORTH. 2-21-1940. 1
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (DAIRY FARM DIVN.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (DAILY MILK RECORD)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN 1, 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOX CONTAINING 418 REPORTS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

RECORDS PREVIOUS TO 1-1-39, DESTROYED.

6. Contents CONSISTS OF DAILY MILK RECORD FOR EACH DAIRY COW,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

GIVING DATE, NUMBER OF COW, NUMBER OF POUNDS OF MILK PRODUCED BY EACH COW IN A.M. AND P.M. FOR EACH DAY + TOTAL NUMBER OF POUNDS PRODUCED FOR CURRENT AND PREVIOUS WEEK.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOX, 10" X 10" X 24"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CLOSET IN S.E. CORNER OF OUTER OFFICE DAIRY FARM DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - Feb. 26, 1940. No. 2.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland.

Name of agency or office Baltimore City Hospital-Dairy Farm Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Herd Record Book"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates April 4, 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 Books Containing 70 Pages Each.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Herd Record Book.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Addenda.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Numerically By No. of Cow.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Index Page Showing Page No. and No. of Cow.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 Books 12"x8"x½" Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet in S.W. Corner Dairy Managers Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good - Previous Record Destroyed.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK – DILWORTH

BALTIMORE CITY HOSPITAL (DAIRY FARM DIVISION)

ADDENDA FOR CONTENTS, ITEM 6. 4940 EASTERN AVE.

RECORDS CONSIST OF INDIVIDUAL COW RECORDS SHOWING NUMBER OF COW, BREED, WEIGHT, DATE OF BIRTH, AGE, DATE FRESH BEFORE TESTING, NAME, NUMBER, AND BREED OF SIRE, NAME, NUMBER AND HIGH YEARLY RECORD OF DAM, AGE OF DAM WHEN TESTED, NUMBER OF MONTHS IN MILK, BREED OF DAM, TESTING PERIOD, NUMBER OF TIMES MILKED DAILY, NUMBER OF POUNDS PRODUCED DAILY, YIELD DURING TESTING PERIOD GIVING AVERAGE TEST, POUNDS OF MILK, POUNDS OF BUTTERFAT, VALUE OF MILK, BUTTERFAT, SKIM MILK AND TOTAL VALUE OF PRODUCT.

ALSO SHOWS NO OF POUNDS OF SUCCULENT ROUGHAGE, DRY ROUGHAGE, AND CONCENTRATES CONSUMED, DAYS ON PASTURE COST OF PASTURE, ROUGHAGE & GRAIN, VALUE OF PRODUCT BELOW COST OF FEED & VALUE OF PRODUCT ABOVE COST OF FEED DURING TESTING PERIOD.

RECORD ALSO SHOWS CALVES BORN DURING YEAR, GIVING DATE OF BIRTH, SIRE'S NUMBER AND SEX OF CALF.

ALSO SHOWS PREVIOUS 12 MONTHS RECORD GIVING AGE OF COW, NUMBER OF POUNDS OF MILK AND BUTTERFAT PRODUCED.

FURTHER RECORD SHOWS MONTHLY HERD SUMMARY SHOWING DATES, TOTAL NUMBER IN HERD, NUMBER OF DRY AND NURSE COWS, POUNDS OF MILK AND BUTTERFAT PRODUCED, TOTAL VALUE OF PRODUCT, HERD AVERAGE, SUCCULENT AND DRY ROUGHAGE AND CONCENTRATES CONSUMED, DAYS ON PASTURE, COST OF PASTURE, COST OF ROUGHAGE INCLUDING PASTURE COST OF GRAIN, TOTAL COST OF FEED, AND VALUE OF PRODUCT ABOVE COST OF FEED.

Mack-Dilworth - Feb. 21, 1940. No. 3
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Farm Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title [Individual Cow Records.]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates March 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Loose Leaf Binder Containing 125 Sheets.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of Individual Cow Records Showing Cow's
(Purpose and general nature of record. Principal items of information
No., Breed, Birth Date, Name or No. of Sire and Dam. Also Shows
shown. Summary of forms used in making record, their headings, etc. If a very
Health Record as Follows, Bangs Disease, Date Tested, Positive
general or miscellaneous record, detailed information as to type of records
or Negative Reaction, Tuberculosis, Date Tested, Positive Or
contained and dates covered by each should be given. Unless contents of these
Negative Reaction, Sickness, Injury, Mastitis, Abortion, Date
records are described by other Forms 12-13HR, such forms should be filled out
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

and Breeding Date Also Freshing, Date of Ailment, Treatment,
Recovery Etc., Lactation and Dry. Reproduction Records Showing
Whether First, Second Etc., Calving, Date, Breed, Bull Used, Sex of Calf,

6. Contents--continued Calves No. and Remarks Showing Disposal of Calf.

7. Arrangement Numerically By Number of Cow.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Loose Leaf Binder 12"x10"x1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet in S.W. Corner of Dairy Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, or floor)

12. Other information Records Good - Previous Records Destroyed.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH INDEX 82 ENVELOPE No 82D

BALTIMORE CITY HOSPITAL (LAUNDRY DIVISION

4940 EASTERN AVE

DATE OF REPORT	SERIAL No	TITLE	DATE OF RECORD
2-20-40	1	"DIVISION LAUNDRY LIST AND REQUISITION"	1939---
2-20-40	2	(LAUNDRY MANAGERS RECORD OF REQUISITIONS FILLED)	1939---
2-20-40	3	"CORRESPONDENCE"	1936---
2-20-40	4	(ORDERS FOR REPAIRS)	1939---
2-20-40	5	"SPECIAL REQUISITION"	1939---
2-20-40	6	"STORES REQUISITION"	1939---
2-20-40	7	"CITY OF BALTIMORE REQUISITION"	1939---

MACK-DILWORTH. 2-20-1940. 1
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (LAUNDRY DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "DIVISION LAUNDRY LIST AND REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 BDLS. CONTAINING 356 LISTS EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

LISTS ARE DESTROYED YEARLY.

6. Contents CONSISTS OF LIST OF SOILED LAUNDRY SENT TO LAUNDRY FOR CLEANING SHOWING DIVISION, DATE OF LIST, ITEMIZED LIST AS FOLLOWS- APRONS, BABY REQUIREMENTS, BAGS, BATH ROBES, BED REQUIREMENTS, BINDERS, COVERS, BED CURTAINS, DRAWERS, DRESSES, GOWNS, JACKETS, PANTS, PETTICOATS, PADS, SHAWLS, SHIRTS, SOX, STOCKINGS, STRAIGHT JACKETS, TOWELS, WASH CLOTHS ETC. LIST SHOWS DIVISION AND LAUNDRY CHECK OF ARTICLES SENT TO LAUNDRY AND LAUNDRY AND DIVISION CHECK
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued OF ARTICLES RETURNED TO DIVISION.

THIS SAME FORM IS ALSO USED AS A REQUISION ON LINEN ROOM FOR REPLACEMENT OF WORN OUT OR DISCARDED ARTICLES, SEE ATT'D FORM FOR VERIFICATION

7. Arrangement CHRONO. BY DATE OF LIST.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 BDLS. 1½" X 9" X 12" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 BDL. HANGING ON WALL IN N.E. CORNER OF LAUNDRY OFFICE AND 1 BDL. HANGING ON WALL IN S.E. CORNER OF LAUNDRY OFFICE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

SERIAL #1.

BCH 50

MDB 730

BALTIMORE CITY HOSPITAL

Division Laundry List and Requisition

DATE _____ DIVISION _____

	SOILED		ISSUES			SOILED		ISSUES	
	DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK		DIVISION COUNT	LAUNDRY CHECK	LAUNDRY COUNT	DIVISION CHECK
APRONS—BLUE					GOWNS—BLUE				
" GINGHAM					" DR'S. OR ISOLATION				
" WHITE					" WHITE				
BABY—BANDS					" CHILDREN'S				
" BLANKETS					JACKETS				
" DIAPERS					PANTS				
" GOWNS					PETTICOATS				
" SHEETS					QUILTED PADS				
" SHIRTS					SHAWLS				
BAGS—HAMPER—WHITE					SHEETS—BED				
" NET					" CRANIOTOMY				
" HAMPER—BLUE					" CRIB				
BATH ROBES					" DRAW				
BED PILLOW CASES					" LAP				
" SHEETS					" PER				
" SHEETS—DRAW					" RESTRAINT				
" SHEETS—RESTRAINT					" WHEELER				
" SPREADS—WHITE					SHIRTS—BLUE				
BINDERS—ABDOMINAL					" UNDER				
" BREAST					" TOP				
" SCULTETUS					SOCKS				
" SPECIMEN					STOCKINGS				
BLANKETS—BATH					" OPERATING				
" BED					STRAIGHT JACKETS				
" CHEST					SUITS—DOCTOR				
COVERS—BEDPAN					TOWELS—BATH—TURKISH				
" CRIB					" DISH—YELLOW BORDER				
" DRESSING					" FACE*				
" HOT WATER BOTTLE					" OPERATING—HEAVY WHITE				
" ICE CAP					" TREATMENT—RED BORDER				
" MATTRESS					TRIANGLES				
" PACK					WASH CLOTHS				
" SCREEN									
" TABLE									
CURTAINS—BED									
DRAWERS									
DRESSES—BLUE									
" GRAY									
" STRIPED									
DRUM LINING									
GLOVE CASES									

NOTE: DO NOT USE THIS FORM FOR PERSONAL LAUNDRY.

MAKE OUT LIST IN TRIPLICATE. RETAIN ONE COPY (WHITE) TO CHECK UP REPLACEMENT. SEND TWO COPIES WITH SOILED WASH. CHAUFFEUR TO DELIVER ONE COPY (BLUE) WITH SOILED WASH TO LAUNDRY AND USE OTHER COPY (YELLOW) AS REQUISITION AT LINEN STORE ROOM.

ENTER QUANTITIES IN FIRST COLUMN. LAUNDRY WILL USE SECOND COLUMN TO CHECK QUANTITIES, AND REVERSE SIDE OF SHEET FOR ANY REMARKS NECESSARY.

*UNTIL OUR PRESENT SUPPLY IS EXHAUSTED, WE WILL USE ANY BORDER TOWEL, EXCEPT RED OR YELLOW, FOR FACE TOWELS.

Mack, Dilworth - Feb 20, 1940. No. 2.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Laundry Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title [Laundry Managers Record of Requisitions Filled]
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 75 Pages
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Order Book
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Record Shows Itemized List of Laundry Sent out Daily to Each Division by the Laundry Giving Date of Delivery and Name of Division Delivered to. This Record is Kept by the Laundry Manager as a Double Check for His Own Convenience.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached) Showing Same Information as Shown on Serial

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued 17 as to Issues or Deliveries.

7. Arrangement Chrono. by Date of Delivery.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book 12"x5"x1½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On Top of Desk in N.W. Cor. Laundry Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good SEE Serial # 17
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

NO PREVIOUS RECORD ON HAND.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH 2-20-1940 3
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (LAUNDRY DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE
(Name of building, room number, street address)

1. Title "CORRESPONDENCE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE BOX CONTAINING 250 LETTERS (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 FILE BOX LABELED DRAY TICKETS (NOT RELATIVE TO CONTENTS)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

NO PREVIOUS RECORDS ON HAND.

6. Contents CONSISTS OF CORRESPONDENCE BETWEEN LAUNDRY DIVISION OFFICE MANAGER AND ADMINISTRATIVE OFFICE OF GEN. HOSPITAL PERTAINING TO THE OPERATION OF THE LAUNDRY DIVISION.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF LETTERS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. & TYPED ON LETTER HEADS AND BLANK PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE BOX 12" X 5" X 11"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TOP OF DESK IN N.W. CORNER OF LAUNDRY DIVISION OFFICE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - Feb. 20, 1940 No. 4.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Laundry Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Orders For Repairs)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — —
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 100 Pages.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Order Book.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Orders To Pipe Shop From Laundry For Repairs To Laundry Equiptment Showing Date of Order and Summary of Repairs To Be Made. This Record is Kept By Laundry Manager For His Own Convenience No Previous Records.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Chrono. By Date of Order.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book 12"x5"x½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On Top of Desk in N.W. Corner of Laundry Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH. 2-20,-1940. 5
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (LAUNDRY OFFICE)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE
(Name of building, room number, street address)

1. Title "SPECIAL REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BDL. CONTAINING 35 SPL. REQUISITIONS AND 100 OTHER REQUISITIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
RECORDS ARE DESTROYED YEARLY.

6. Contents CONSISTS OF BALTO. CITY HOSPITAL GENERAL STOREROOM
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
SPL. REQUISITION SHOWING DATE, QUANTITY ORDERED, UNIT, ITEMS ORDERED, JOB OR REQUISITION NO., NAME OF VENDOR, NAME OF DIVISION GOODS ARE ORDERED FOR, SIGNATURE OF PARTY MAKING AND RECEIVING REQUISITION, SIGNATURE OF PARTY RECEIVING GOODS AND NAME OF PARTY DELIVERING GOODS.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued THIS REQUISITION REPRESENTS PURCHASES MADE FOR GOODS FROM VENDORS FOR VARIOUS HOSPITAL DIVISIONS AND IS FOR SUPPLIES NOT CARRIED IN STOCK IN STOREROOM. COPY OF THIS REQUISITION IS GIVEN TO DIVISION MANAGER BY PARTI DELIVERING GOODS.

7. Arrangement CHROND. BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BUNDLE 2" X 9" X 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET IN S.E. CORNER OF LAUNDRY DIVISION OFFICE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
BUNDLE CONTAINS 3 DIFFERENT KINDS OF REQUISITIONS
SEE SERIALS 6 & 7 FOR DISCRIPTION OF OTHERS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Mack, Dilworth - Feb. 20, 1940. No. 6
(Worker's full name) (Date) (Form identification)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Laundry Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Stores Requisition"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Bundle Containing 35 Requisition and 100 Other Requisition
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Requisition by Laundry on Store Room Division Showing Date and Number of Requisition, Name of Employee Making Requisition, Name of Employee Receiving Same and Initials of Employee Approving Same. Also Quantity and Discription of Goods Ordered, Store Room Stock
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Number, Order Number and Cost Account. See Attached Form for Verification.

7. Arrangement Chrono. by Date of Requisitions
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Printed Form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Bundle 9"x12"x2"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet S.E. Corner of Laundry Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good - Bundle Contains 3 Different Kinds of Requisitions. See Serials 5 and 7 for Discription of Others.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

#16

STORES REQUISITION

DEPARTMENT _____ DATE _____

DIVISION _____ REQ. NO. _____

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

1	ORDERED BY	RECEIVED BY	APPROVED

MACK- DILWORTH. 2-20-1940. 7
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (LAUNDRY DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE.
(Name of building, room number, street address)

1. Title "CITY OF BALTIMORE REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 — — .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BDL CONTAINING 65 BALTO. CITY REQUISITIONS AND 70 OTHER KINDS OF REQUISITIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
RECORDS ARE DESTROYED YEARLY

6. Contents CONSISTS OF REQUISITIONS MADE BY PURCHASING DEPT. OF BALTO. CITY TO VARIOUS VENDORS FOR SUPPLIES FOR CITY HOSPITAL. SHOWING HOSPITAL DIVISION ORDERED FOR, DATE & NO. OF REQUISITION, COMPTROLLERS SYMBAL, CLASSIFICATION NUMBER, QUANTITY AND DESCRIPTION OF SUPPLIES, UNIT PRICE, VENDORS NAME, ORDER NO. COST ACCOUNT, ORDERED BY, TO BE DELIVERED TO, BUREAU AND
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DEPARTMENT HEAD APPROVAL SIGNATURE, AND BUREAU OF CONTROLS ACCOUNT NO.

THIS COPY OF RECORD IS GIVEN TO DIVISION MANAGER BY PARTY DELIVERING GOODS.

7. Arrangement CHRONO. BY DATE OF REQUISITION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BDL. 2" X 9" X 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET IN S.E. CORNER OF LAUNDRY DIVISION OFFICE,
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

BUNDLE CONTAINS 3 DIFFERENT KINDS OF REQUISITIONS.
SEE SERIALS 5 & 6 FOR OTHERS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

MACK-DILWORTH INDEX 82 ENVELOPE No 82D

BALTIMORE CITY HOSPITAL BLDG. B.

4940 EASTERN AVE.

DATE OF REPORT	SERIAL No	TITLE	DATE OF RECORD
3-20-40	1	"CASE HISTORIES" (GENO URINARY WARD B-1)	1937--.
3-23-40	2	"DIVISION CARDS" (GENO-URINARY WARD B-1)	1937--.
3-23-40	3	"CASE HISTORIES" (SURGICAL WARDS B2 & B4)	1925--.
3-23-40	4	"DIVISION CARDS" (SURGICAL WARDS B2-B4)	1925--.
3-23-40	5	"CASE HISTORIES" (MEDICAL WARDS B3-B5-B6-B7-B-8)	1917--.
3-23-40	6	"DIVISION CARDS" (MEDICAL WARDS B3-B5-B6-B7-B-8)	1917--.
3-23-40	7	(DOCTORS ORDER BOOK)	JAN. 1. 1940--.
3-23-40	8	(BEDSIDE CHARTS)	JAN. 1 1937--.

MACK- DILWORTH. 3.-20,-1940. 1
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BLDG B.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE
(Name of building, room number, street address)
CHRONIC HOSPITAL.

1. Title "CASE HISTORIES" (GENO-URINARY WARD B1)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 44 FILE BOARDS CONTAINING 44 HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF CASE HISTORIES OF PATIENTS WHO ARE NOW IN GENO-
(Purpose and general nature of record. Principal items of information
URINARY WARD (B1) OF HOSPITAL FOR TREATMENT AND ARE ALL ACTIVE CASES.
shown. Summary of forms used in making record, their headings, etc. If a very
THESE HISTORIES ARE KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED
general or miscellaneous record, detailed information as to type of records
UNTIL CASE IS TERMINATED AT WHICH TIME THE HISTORIES ARE SENT TO RECORD
contained and dates covered by each should be given. Unless contents of these
ROOM BLDG A. FOR FILING. THE HISTORIES ARE MADE UP OF THE FOLLOWING
records are described by other Forms 12-13HR, such forms should be filled out
FORMS, TEMPERATURE CHART, ORDER CHART, EMERGENCY CHART, PHYSICAL EXAMINATION,
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued PAST AND PRESENT ILLNESS AND FAMILY HISTORY, BLOOD CHART, PREVIOUS OPERATIVE REPORT, OPERATING ROOM REPORT, OPERATING CHART, OPERATING DOCTOR AND ASSISTANT CHART, OPERATING PERMIT, PROGRESS NOTES, CHEMICAL & BIOLOGICAL LABORATORY CHART, RELEASE SLIP, DISCHARGE SUMMARY AND TRANSFUSION CHART. SEE ADDENDA FOR DETAILS SEE SERIAL 136 GEN HOSPITAL RECORD ROOM BLDG A FOR COPY OF FORMS USED.

7. Arrangement ALPHA. BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL NO. 2 FOR SEPARATE INDEX
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HDW. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 44 FILE BOARDS 9" X 14" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN OPEN CABINET ON DESK IN OFFICE OF WARD B1. BLDG. B.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth No. 1 A

Baltimore City Hospital

Contents ITEM 6

Summary Sheet Which is Made Out in All Cases of Admissions and is Used as a First or Top Sheet of All Histories Shows Case Number, Division, Name of Patient, Sex, Color, Martial Status, Age, Occupation, Date of Birth, Name and Address of Patients Parents, How Long in U.S. and Baltimore, Name of Husband or Wife and Address, Information Given by, by Whom Brought, Date Admitted, Date Discharged, Diagnosis, Name of Disease For Which Treatment is To be Given and List of Complications if Any. Signed by Physician. See Serial No. 136 For Copy of Forms

The Following is a Discription of All Forms Used in the Make Up of Case Histories as Per Serial No. 1 Herewith. Temperature Chart Shows Name of Patient, Date Admitted, Case No. Division and Dates Covered by Chart. This is a Graduated Chart Showing Patient's Pulse, Temperature and Respiration Over The Period as Specified by Chart.

Order Chart Shows Name and Case No. of Patient and Doctor's Standing Orders as To Patient's Diet and Medication Also Doctors Special Orders and Date and Time of Starting and Ending of Orders.

Emergency Chart Shows Name and Case No. of Patient, Date and Hour Admitted, Age, Race, Sex, ~~Martial~~ MARITAL Status, Religion, Husband or Wife's Name and Address, Father and Mother's Name, Number of Dependents, Occupation, Employer, Address and Salary of Patient and Those in the Household, Place Accident Occurred, How Accident Occurred, Patient's Version of Accident and Injury. If Auto Accident Drivers Name and License No., How Brought To Hospital, Name and Address of Person Accompanying Patient, Information Given by, History, Physical Examination, Diagnosis, Treatment, Advice and Disposal and Physician's Signature.

Physical Examination Shows Name and Case No. of Patient and Notes of Physical Examination Made by Physician. Also History of Past and Present Illness and Patients Family History.

Mack - Dilworth No. 1B

Baltimore City Hospital

Contents ITEM 6

Blood Presure Chart Shows Name and Case No. of Patient, Division and Date of Chart, Which is Used in Keeping a Record of Patients Blood Pressure Over the Period as Specified by Date Shown on Chart.

Laboratory Charts Shows Name and Case No. of Patient and is Used To Record Results of Urinary Analysis, Microscopic and Special Test, Blood Counts, Blood Serology, Blood Culture, Chemistry and Bacteriology Test Such as Wassermann Etc. Also is Used To Record Examination of Stools, Sputum and Fishberg Test, Throat and Wound Cultures, Hematacrit Studies, Gastric Analysis and Other Findings of Tests.

Pre-Operative Chart Shows - Case No. Name of Patient, Date [redacted] Last Solid Food is Taken, Date and Time Voided, Whether Artificial Teeth or Not, Pre-Operative Medication and Signature of Nurse in Charge. The Above Information Which is Shown on First Half of Chart is Filled Out by Nurse Within One Half Hour of the Time Patient is Sent To Operating Room.

The Following Information Which is Shown on Lower Half of Chart is Filled Out by Interne Within 24 Hours Preceeding and Less than one Half Hour Before Operating Showing Time, Examination of Heart, Blood Pressure, Lungs, Urine, Diagnosis and Signature of Interne.

Operating Permit Shows - Case No. Name of Person To be Operated on, Signature of Person Showing Relationship, Authorizing Operation, Signature of Witnesses and Date.

Mack-Dilworth No. 10.

Baltimore City Hospital

Contents ITEM 6

Operating Room Chart Shows Name and Case No. of Patient, Date, Division, Pre-Operative Impression, Operator, Anaesthetist, Anaesthetic Used, Amount Used, Pulse, Respiration, Blood Pressure Before Operation, Condition Before Operation, Time of Beginning and Ending of Operation, Technique Used in Operation and Findings. Also Shows Condition of Patient After Operation, Type and No. of Sutures and Drains Used, Operative Diagnosis, Stimulents Used and Remarks. Chart Signed by Physician Performing Operation

Progress Notes Consists of Notes Made by Physician as To Progress Made by Patient Over Period of Time Specified by Dates.

Certificate of Release Shows Name of Patient and Date of Release. This Record is Used Only When a Patient or Same Party Responsible For Patient Demands That Patient be Released From Hospital Contrary To The Doctor's Orders and At The Patient's Own Responsibility and Releases The Hospital From All Liability.

In Some Cases There is a Transfusion Chart Which Shows Case No., Division No. Recipent, Group, Date, Name of Donor Address and Phone No. of Donor, Cross Matches (Yes or No Major or Minor) Wassermann and Eagle Tests, Date Used, Amount and Reaction. Also Signed by Interne Making Examination and Asst. Resident Doctor Checking Examination.

MACK-DILWORTH 3-23-1940 2
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BLDG B.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

CHRONIC DIV.

1. Title "Division Cards" (GENO-URINARY WARD B1)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 - - ,
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER CONTAINING 44 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF DIVISION CARDS WHICH ARE MADE OUT WHEN PATIENT IS ADMITTED TO WARD. CARDS ARE KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED UNTIL CASE IS TERMINATED AT WHICH TIME CARDS ARE SENT TO RECORD ROOM BLDG A. FOR FILING. SEE ADDENDA FOR FULL DISCRIPTION OF CONTENTS AND COPY OF CARD FORM.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHA. BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED CARDS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE DRAWER 6" X 8¼" X 14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET ON DESK IN OFFICE OF WARD B1, BLDG B.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE CARDS ARE ALSO USED AS AN INDEX TO HISTORIES
SHOWN ON SERIAL # 1.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Mack-Dilworth No. 2.

Baltimore City Hospital Bldg. B.

Contents-ITEM 6. ADDENDA. 4940 Eastern Ave Addenda

Division Card Shows Name and Case No. of Patient, Date of Admission Showing Whether Regular Or Emergency Case, Where Sent and Doctors Name, Patients Address, Sex, Color, Religion, Marital Status, Age, Date of Birth and Birthplace, How Long in U.S. and Baltimore, Full Name and Birthplace of Father, Maiden Name and Birthplace of Mother, Patients Occupation and Name and Address of Employer, Name and Address of Husband or Wife, Name and Address and Telephone No. of Relatives or Friends, Whether or Not Patient is a War Veteran, Name of Party Giving Information, Name of Party Bringing Patient To Hospital and Time Brought, Clothing and Valuables With Patient and if Patient Was Transferred or Discharged After Being Admitted, The Date and Where From and Where To is Shown. Back of Card Shows Date and Time Respiration Ceased in Case of Death, Principal Cause of Death and Duration of Last Attack, Contributory Causes and Duration. If An Operation is Performed Shows Date and For What Disease or Injury, Blood Wassermann and Spinal Fluid Wassermann Test Record, Autopsy, Medical Examiners Case and Signed By Physician.

See Copy of Attached Card For Verification.

BCH 59—MDB 9521

DIVISION CARD

NAME CASE NO.

ADDRESS

SEX COLOR RELIGION S. M. W. D.

AGE DATE OF BIRTH MO. DAY YEAR

BIRTHPLACE

HOW LONG IN U. B. IN BALTIMORE

FULL NAME OF FATHER BIRTHPLACE

MAIDEN NAME OF MOTHER BIRTHPLACE

OCCUPATION

EMPLOYER ADDRESS

HUSBAND OR WIFE

ADDRESS

RELATIVES OR FRIENDS NAME ADDRESS TELEPHONE

WAR VETERAN?

INFORMATION GIVEN BY

BROUGHT BY HOUR

CLOTHING VALUABLES

2

ADMISSIONS

DATE	REG. OR EMERG.	WHERE SENT	DOCTOR

IMPRESSION:

TRANSFERS OR DISCHARGES

DATE	FROM	TO	SIGNED

(OVER)

RESPIRATIONS CEASED _____ AT _____ A. M. / P. M. _____ SERIAL NO. 2.

PRINCIPAL CAUSE OF DEATH

_____ DURATION _____

_____ DURATION _____

CONTRIBUTORY CAUSES

_____ DURATION _____

_____ DURATION _____

WAS AN OPERATION PERFORMED? _____ DATE _____ FOR WHAT DISEASE OR INJURY? _____

BLOOD WASSERMANN _____ SPINAL FLUID WASSERMANN _____

AUTOPSY _____ _____ M. D.

MEDICAL EXAMINER'S CASE _____

MACK-DILWORTH. 3-23-1940. 3
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

CHRONIC DIVN.

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL - BLDG. B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE
(Name of building, room number, street address)

1. Title "CASE HISTORIES" (SURGICAL WARDS B2 & B4)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1925 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 170 FILE BOARDS CONTAINING 170 HISTORIES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF CASE HISTORIES OF PATIENTS WHO ARE NOW IN SURGICAL WARDS B2-B4 OF HOSPITAL. THESE HISTORIES ARE KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED UNTIL CASE IS TERMINATED AT WHICH TIME CARDS ARE SENT TO RECORD ROOM FOR FILING. THE MAKE UP OF THESE HISTORIES ARE THE SAME AS SHOWN ON SERIAL NO. 1 SEE SERIAL NO. 1 FOR FULL DISCRIPTION
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued OF CONTENTS.

SEE SERIAL NO 136 GEN. HOSPITAL RECORD ROOM BLDG A FOR COPY OF THE VARIOUS FORMS USED IN THE MAKEUP OF HISTORIES.

7. Arrangement ALPHA. BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL NO. 4 FOR SEPARATE INDEX.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. & TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 170 FILE BOARDS 9" X 14" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 86 FILE BOARDS IN OPEN CABINET ON DESK IN OFFICE OF WARD B2. AND 84 FILE BOARDS IN OPEN CABINET ON DESK IN OFFICE OF WARD B4.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH. 3-23-1940. 4
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL - BLDG B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE.
(Name of building, room number, street address)
CHRONIC. DIVN.

1. Title "DIVISION CARDS" (SURGICAL WARDS B2 - B4)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1925 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 FILE DRAWERS CONTAINING 170 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF DIVISION CARDS WHICH ARE MADE OUT WHEN
(Purpose and general nature of record. Principal items of information
PATIENT IS ADMITTED TO WARD. THESE CARDS ARE KEPT IN OFFICE OF
shown. Summary of forms used in making record, their headings, etc. If a very
WARD IN WHICH PATIENT IS CONFINED UNTIL TERMINATION OF CASE
general or miscellaneous record, detailed information as to type of records
AT WHICH TIME CARDS ARE SENT TO RECORD ROOM BLDG. A. FOR
contained and dates covered by each should be given. Unless contents of these
FILING. THIS IS THE SAME FORM OF RECORD AS SHOWN ON SERIAL
records are described by other Forms 12-13HR, such forms should be filled out
NO. 2. SEE SERIAL NO. 2 FOR DETAILED DISCRIPTION OF
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued CONTENTS AND COPY OF CARD FORM.

7. Arrangement ALPHA, BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON PRINTED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 FILE DRAWERS 6" X 8¼" X 14" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 FILE DRAWER CONTAINING 86 CARDS IN
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
CABINET ON DESK IN OFFICE OF WARD B 2 AND 1 FILE DRAWER IN CABINET ON DESK IN OFFICE OF WARD B 4.

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THESE CARDS ARE ALSO USED AS AN INDEX TO HISTORIES
SHOWN ON SERIAL NO. 3.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)
_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH. 3-23-1940. 5
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

CHRONIC DIVN.

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL - BLDG B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "CASE HISTORIES" (MEDICAL WARDS B3-B5-B6-B7-B8)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1917 — — .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 331 FILE BOARDS CONTAINING 331 HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF CASE HISTORIES OF PATIENTS WHO ARE NOW IN MEDICAL WARDS B3-B5-B6-B7-B8 OF HOSPITAL. THESE HISTORIES ARE KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED UNTIL CASE IS TERMINATED AT WHICH TIME HISTORIES ARE SENT TO RECORD ROOM BLDG A. FOR FILING. THE MAKE UP OF THESE HISTORIES IS COMPOSED OF THE SAME FORMS AS SHOWN ON
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SERIAL #1 EXCEPT THAT THERE NO OPERATIVE CHARTS HEREIN, SEE SERIAL NO. 1 FOR FULL DISCRIPTION OF CONTENTS AND SEE GEN. HOSPITAL RECORD ROOM BLDG A. SERIAL NO. 136 FOR COPIES OF FORMS USED HEREIN.

7. Arrangement ALPHA. BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL NO. 6 FOR SEPARATE INDEX.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 331 FILE BOARDS 9" X 14" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 84 FILE BOARDS CONTAINING 84 HISTORIES IN CABINET ON DESK IN OFFICE OF WARD B3 — 60 FILE BOARDS CONTAINING 60 HISTORIES IN CABINET ON DESK IN OFFICE OF WARD B5 - 60 FILE BOARDS CONTAINING 60 HISTORIES IN CABINET ON DESK IN OFFICE OF WARD B6 — 63 FILE BOARDS CONTAINING 63 HISTORIES IN CABINET ON DESK IN OFFICE OF WARD B7 AND 64 FILE BOARDS CONTAINING 64 HISTORIES IN CABINET ON DESK IN OFFICE OF WARD B 8.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

MACK - DILWORTH 3-23-1940 6
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

CHRONIC DIVN.

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL - BLDG B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "DIVISION CARDS" (MEDICAL WARDS B3-B5-B6-B7-B8)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1917 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5 FILE DRAWERS CONTAINING 331 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF DIVISION CARD OF PATIENTS NOW IN MEDICAL WARDS B3-B5-B6-B7-B8 OF HOSPITAL. CARDS ARE MADE OUT WHEN PATIENT IS ADMITTED TO WARD AND ARE KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED UNTIL TERMINATION OF CASE AT WHICH TIME CARD IS SENT TO RECORD ROOM BLDG A. FOR FILING.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

THIS IS THE SAME FORM OF RECORD AS SHOWN ON SERIAL NO. 2

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SEE SERIAL NO. 2 FOR COMPLETE DISCRIPTION OF CONTENTS AND COPY OF CARD.

7. Arrangement ALPHA BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWR. ON PRINTED CARD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5 FILE DRAWERS 6" X 8¼" X 14" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 DRAWER CONTAINING 84 CARDS IN CABINET ON DESK IN OFFICE OF WARD B3. - 1 DRAWER CONTAINING 60 CARDS IN CABINET ON DESK IN OFFICE OF WARD B5. - 1 DRAWER CONTAINING 60 CARDS IN CABINET ON DESK IN OFFICE OF WARD B6 - 1 DRAWER CONTAINING 63 CARDS IN CABINET ON DESK IN OFFICE OF WARD B7 AND 1 CABINET CONTAINING 64 CARDS IN CABINET ON DESK IN OFFICE OF WARD B8.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

THESE CARDS ARE ALSO USED AS AN INDEX TO HISTORIES SHOWN ON SERIAL NO. 5.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

_____ (Place of publication) _____ (Date of publication)

MACK-DILWORTH 3-23-1940 7
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

CHRONIC DIVN.

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL — BLDG B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

CRONIC DIVN.

1. Title (DOCTORS ORDER BOOK)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1, 1940 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 16 BOOKS CONTAINING 100 PAGES EACH.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 8 BOOKS LABELED DOCTORS DAY BOOK — 8 BOOKS LABELED DOCTORS NIGHT BOOK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

RECORD IS KEPT FOR ONE MONTH AFTER BOOK IS FULL OF ENTRIES AND THEN DESTROYED.

6. Contents CONSISTS OF BLANK BOOKS IN WHICH THE ATTENDING PHYSICIAN WRITES HIS ORDERS AS TO PATIENTS DIET, MEDICATION AND TREATMENT, GIVING PATIENTS NAME AND DATES TO BE OBSERVED. THESE ORDERS ARE COPIED ON BED SIDE CHARTS BY NURSES AND ARE KEPT ON FILE BOARDS HANGING ON PATIENTS BED. AT THE TERMINATION OF CASE THESE CHARTS ARE FILED WITH CASE HISTORIES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SEE SERIAL NO. 8 FOR BED SIDE CHARTS

7. Arrangement CHRONO BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWR. ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 BOOKS 12" x 5" x 1/2" EACH
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 BOOK LABELED DOCTORS DAY BOOK
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
AND 1 BOOK LABELED DOCTORS NIGHT BOOK ON DESK IN OFFICE OF EACH OF THE 8 WARDS IN BLDG B.

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK — DILWORTH. 3-23-1940. 8
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL — BLDG B.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE.
(Name of building, room number, street address)

1. Title (BEDSIDE CHARTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN 1, 1937 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 FILE BOARDS CONTAINING 2500 CHARTS (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF BED SIDE CHARTS AS FOLLOWS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

TEMPERATURE CHART WHICH GIVES PATIENTS NAME, WARD NO. AND DATE OF CHART SHOWING RESPIRATIONS — TEMPERATURE AND PULSE OVER THE PERIOD AS SHOWN ON CHART BY DATE AND HOURS. —— SPL. ORDER CHART WHICH GIVES PATIENTS NAME, WARD NO, AND DATE OF CHART SHOWING

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DOCTORS SPECIAL ORDERS AS TO PATIENTS DIET, MEDICATION AND TREATMENT OVER THE PERIOD AS SPECIFIED BY DATE ON CHART. FROM TIME TO TIME CHARTS ARE REMOVED FROM FILE BOARDS AND FILED WITH CASE HISTORIES.

7. Arrangement CHRONO BY DATE OF CHART.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdwr. ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 150 FILE BOARDS 9" X 12" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HANGING OF PATIENTS BED
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN EACH OF THE 8 WARDS IN BLDG B.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
SEE GEN. HOSPITAL RECORD ROOM BLDG A. FOR COPY OF CHARTS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

MACK-DILWORTH INDEX 82 ENVELOPE NO. 82D

BALTIMORE CITY HOSPITAL PSYCHOPATHIC DIVISION
4940 EASTERN AVE

DATE OF REPORT	SERIAL No	TITLE	DATE OF RECORD
2-13-40	1	"CORRESPONDENCE"	INCL 1931-1934
2-13-40	2	(MENTAL STATUS EXAMINATION)	APR. 1936 JAN 11, 1937
2-13-40	3	(DOCTOR'S NOTE BOOK)	OCT 1, TO DEC 31, 1935
2-13-40	4	(ADMISSION AND EXAMINATION RECORD)	JAN 1887 TO DEC 1902
2-13-40	5	"PERSONAL AND MEDICAL HISTORY"	SEPT 12, 1853 TO JAN 10, 1892
2-14-40	6	"HOSPITAL RECORD"	JULY 1913---
2-14-40	7	"RECORD OF INMATE"	JAN. 1896- DEC 31, 1914
2-14-40	8	"STATISTICAL RECORD OF BALTIMORE CITY INSANE HOSPITAL."	APR 1, 1903- AUG 2, 1912
2-14-40	9	"BALTIMORE CITY INSANE HOSPITAL REGISTER"	SEPT 12 1853 TO JULY 20, 1909
2-14-40	10	"BALTIMORE CITY INSANE HOSPITAL REGISTER"	JULY 20, 1909 JUNE 12, 1913
2-16-40	11	(INDEX BOOK)	NONE
2-16-40	12	"INTERNES LEDGER"	JAN 1. 1933 AUG. 1. 1935
2-17-40	13	(INMATES CARD FILE)	1904 TO 1926 INCL.
2-19-40	14	"DIVISION CARD" (PSYCHOPATHIC DIVISION)	1927---
2-19-40	15	"CORRESPONDENCE"	1935---
2-24-40	16	"PERSONAL HISTORIES"	JAN. 1934---
2-29-40	17	"PERSONAL HISTORIES" (ADMISSIONS DISCHARGES, TRANSFERS)	JULY 1902 TO DEC. 1928 INCL.
2-29-40	18	"PERSONAL HISTORIES" (ADMISSIONS AND DEATHS)	1912 TO 1929 INCL.
2-29-40	19	"PERSONAL HISTORIES"	JAN 1, 1930 TO DEC 31 1933
3-4-40	20	"DAILY DIVISION FOOD ORDERS"	MARCH 1, 1939
3-4-40	21	"DAILY DIVISION FOOD ORDER"	JAN. 1 1939-
3-1-40	22	"STORES REQUISITION"	JAN 1. 1939--
3-1-40	23	"STORES REQUISITION"	JAN. 1 1939-

Mack - Dilworth - Feb. 13, 1940. No. 1.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Psychopathic Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Correspondence"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1931 To 1934. Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 300 Folders Containing 2500 Letters. (Estimated)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Correspondence in General, Pertaining To Patients in Psychopathic Division City Hospital, Dealing With Mental Condition and General Welfare of Patient. These Letters Are From and To Psychopathic Division, Social Workers, Individuals and Other
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Institutions, For Later Dates of Correspondence, See Serial Number 17.

7. Arrangement In Folders Alpha. By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. and Typed On Printed Letter Heads and Blank Paper.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 300 Folders, 9½"x11¾" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities Top Shelf in Cabinet North East Corner Examination Room, Psychopathic Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

MACK-DILWORTH, 2-13-1940, 2.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (MENTAL STATUS EXAMINATION)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates APR. 1, 1936, TO JAN. 11, 1937, INCL.
(Earliest and latest dates; missing dates, Show exact date of breaks)

3. Quantity 1 BUNDLE CONTAINING 75 EXAMINATION RECORDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF MENTAL EXAMINATION PAPERS SHOWING
(Purpose and general nature of record. Principal items of information
NAME OF PATIENT, DATE OF EXAMINATION, GROUP NO,
shown. Summary of forms used in making record, their headings, etc. If a very
NAME OF DOCTOR MAKING EXAMINATION, WHICH CONSISTS
general or miscellaneous record, detailed information as to type of records
OF QUESTIONS BY DOCTOR AND ANSWERS BY PATIENT ON
contained and dates covered by each should be given. Unless contents of these
VARIOUS SUBJECTS WHICH ENABLES DOCTOR TO MAKE SOME
records are described by other Forms 12-13HR, such forms should be filled out
CONCLUSION AND DIAGNOSIS OF PATIENT'S MENTALITY
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ALSO SHOWS NEUROLOGICAL EXAMINATION GIVING DATE, DOCTOR'S NAME AND CONCLUSION AND DIAGNOSIS.

7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWR. & TYPED ON BLANK PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BUNDLE 1½" X 9" X 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TOP SHELF IN CABINET, N.E. CORNER OF EXAMINATION ROOM, PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

RECORDS ARE IN FLAT BUNDLE - NO ATTEMPT MADE AS TO ALPHA. OR CHRONO. ARRANGEMENT. THESE RECORDS WERE MADE BY STUDENTS AND ARE NOT INCORPORATED IN THE HOSPITAL RECORDS. RECORDS WILL BE DESTROYED IN NEAR FUTURE.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH. 2-13-1940. 3.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE.
(Name of building, room number, street address)

1. Title (DOCTOR'S NOTE BOOK)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates OCT. 1 TO DEC. 31 1935 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 NOTE BOOK CONTAINING 100 PAGES (25 USED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF NOTES MADE BY DOCTOR FOR HIS PERSONAL USE RELATIVE TO MICROSCOPIC EXAMINATIONS AND URINARY ANALYSIS, GIVING NAME OF PATIENT, DATE OF EXAMINATION AND CONCLUSION.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHADNO. BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOOK 9" X 6" X ½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities TOP SHELF IN CABINET IN N.E.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
CORNER OF EXAMINATION ROOM PSYCHOPATHIC DIVISION.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THIS IS NOT A REGULAR FORM OR IN USE EXTENSIVELY.
NO PREVIOUS OR FOLLOWING RECORDS ON FILE.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth - Feb. 13, 1940. No. 4.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Admission and Examination Record)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 1887 To Dec. 1902 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 Books 1 Book Containing 600 Pages of Which 200 Pages Are Used. " 300 " Each All Used.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None MISSING
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records This Form of Record Discontinued As of Dec. 1902.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Record Consist of Examination and Admission Records Showing Date of Admission, No., Name of Patient, Age, Sex, Marital Status, Birthplace, Occupation, Education, Past History, Present State As To Alcoholism, Syphlis or Opium Habit, Whether Violent, Dangerous, Destructive, Homicidal or Suicidal; Also Shows Nutrition and Weight, Vegatative Functions, Articulation, Facial Expression and Sleep, Mental State As To Exited, Depressed, Illusions, Delusions, Hallucinations, Reductions, Habits As To Clean or Untidy, Skull Formation, Motor Function of Eyes, Face Arms, Trunk and Extremities, Conclusive Seizures and Fait, Sensations As To Heat, Cold, Pain Etc. Secret-
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

ions, Reflexis, Special Senses As To Hearing, Eyesight, Muscular Etc. Vaso Motor State, Tropic Disturbances As To Skin, Muscles and Bone, Sphincters,

6. Contents--continued Skull Measements, Pupillary Reflexes, Ear Measurement, Pupillary State, Temperature, Pulse, Circulation, Respiration, Tongue, Urine, Treatment, Diagnosis and Subsequent History. See Attached Form For Verification.

7. Arrangement By Wards, Chrono. By Date of Entry.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book, 11½ x 14½ x 3" — 9 Books 11½ x 14½ x ¾ Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On 2nd. Shelf in Cabinet North-East Corner of Examination Room. Psychopathic Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

CITY INSANE ASYLUM,
BAY VIEW.

Date of Admission, ... *No.* .....

Name, *Age,* *Sex,* *Married or Single,* *Birth-place,* *Occupation,* *Education,*
Family History,

Past History,

Present State, { *Alcoholism,* *Syphilis,* *Opium Habit,*

Violent, *Dangerous,* *Destructive,* *Homicidal,* *Suicidal,* *Nutrition,* *Weight,*
Vegetative Functions, *Articulation,* *Facial Expression,* *Steep,*

Mental State, { *Excited,* *Depressed,* *Illusions,* *Delusions,* *Hallucinations,* *Reduction,*

Habits, { *Cleanly,* *Untidy.*

Skull Conformation { *Regular,* *Irregular,* *Dolichocephalic.* *Brachycephalic,* *Microcephalic,*

Motor Function { *Eyes,* *Face,* *Arms,* *Trunk,* *Inf. Extremities,*

Muscles of

Convulsive Seizures.
Gait,

Cutaneous Sensation. { *Tactile,* *Heat,* *Cold.* *Pain,*

Secretion. { *Cutaneous.* *Glandular,*

Reflexes, { *Deep,* *Superficial.*

Special Senses, { *Hearing,* *Eyesight,* *Gustation.* *Muscular.*

Vaso-Motor State.

Trophic Disturbances, { *Skin,* *Muscles,* *Bone,* *Hair,*

Sphincters, { *Anal,* *Vesical,*

Skull Measurements, { *Anteroposterior,* *Transverse,* *Circumference,* *Cephalic Index,*

Ear Measurements, { *Shape,* *Vertical.* *Lobe.*

Pupillary Reflexes, { *Diameter in m. m.* *Accommodation,* *Light,* *Consensual,*

Pupillary State, { *Right,* *Left,*

Temperature. *Pulse,* *Circulation.* *Respiration,* *Tongue,*

Urine,
Treatment,
Diagnosis,
Subsequent History,

Strike out all Questions not Appropriate to the Individual Case.

J. W. Bond Co. Print, Balto.

#4

MACK- DILWORTH 2.-13.-1940. 5.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 494D EASTERN AVENUE
(Name of building, room number, street address)

1. Title "PERSONAL & MEDICAL HISTORY"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates SEPT. 12, 1853, TO JAN. 10, 1892, INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 BOOKS CONTAINING 625 PAGES EACH,
(Number of volumes; file drawers; file boxes; bundles; other)
1 BOOK LABELED 1885 1 BOOK LABELED 1886

4. Labeling 1 " " 1890 1 " " 1892
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING. THIS FORM OF
(If record discontinued, give reason and state
RECORD DISCONTINUED AS OF 1892
whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF PERSONAL AND MEDICAL HISTORY OF
(Purpose and general nature of record. Principal items of information
PATIENTS, SHOWING NAME OF PATIENT, CASE NO, CLASS, NO. OF
shown. Summary of forms used in making record, their headings, etc. If a very
YEARS OF RESIDENCE, BIRTHPLACE, AGE, OCCUPATION, CIVIL
general or miscellaneous record, detailed information as to type of records
CONDITION, NUMBER OF ATTACKS, NUMBER OF ADMISSIONS TO HOSPITAL,
contained and dates covered by each should be given. Unless contents of these
AGE AT FIRST ATTACK, WHERE TREATED, DURATION OF THIS ATTACK,
records are described by other Forms 12-13HR, such forms should be filled out
PREDISPOSING CAUSE, EXCITING CAUSE, DATE OF ADMISSION,
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DIAGNOSIS, TIME IN HOSPITAL, DATE OF DISCHARGE, RESULT, IF PATIENT DIED, RECORD SHOWS CAUSE OF DEATH AND ADDRESS AND NAME OF RELATIVES.
SEE ATT'D. FORM FOR VERIFICATION.

7. Arrangement CHRONO. BY DATE OF ADMISSION TO HOSPITAL.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF-CONTAINED WRITTEN PAGE SHOWING PAGE NO.
(Self-contained--describe what it shows. If separate, fill out a form for it, AND NAME OF PATIENT.
and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 BOOKS: 11½" X 9" X 2¼" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON 3d. SHELF IN CABINET IN N.E. CORNER EXAMINATION ROOM, PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Personal and Medical History of

No. Class, No. of Year,

Residence,

Place of Birth, { Father, Mother,

Age and occupation,

Civil condition,

Number of attack,

Number of admission,

Age at first attack,

Former attacks, where treated,

Duration of this attack,

Predisposing cause,

Exciting cause,

Diagnosis,

Date of admission,

Date of discharge,

Time in Hospital, Yrs. Mos. Days.

Result,

Cause of Death,

ADDRESS OF RELATIVES,

#5.

MACK-DILWORTH, 2-14, 1940, 6
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "HOSPITAL RECORD"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JULY, 1, 1913 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 BOOKS CONTAINING 150 PAGES EACH 2 LOOSE LEAF BINDERS CONTAINING 300 PAGES EACH
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 2 BOOKS LABELED CITY HOSPITAL, 2 BOOKS LABELED HOSPITAL RECORD 1 L.L. BINDER " DISCHARGES 1 L.L. BINDER " PAROLES.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF HOSPITAL RECORD GIVING NAME OF PATIENT, DATE ADMITTED, COLOR, AGE, SEX, CIVIL STATE, OCCUPATION, RELIGION, NATIVITY, DIAGNOSIS, RESULT (WHETHER CURED, IMPROVED, UNIMPROVED OR DIED) AND REMARKS. WHERE PATIENT HAS BEEN DISCHARGED PAROLED, ESCAPED OR DIED, SUCH INFORMATION IS GIVEN AND DATE SHOWN. ALSO WHERE PATIENT HAS BEEN RETURNED TO HOSPITAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued AFTER PAROLE, DISCHARGE OR ESCAPE, SUCH INFORMATION IS GIVEN SHOWING DATE.
SEE SERIALS 9 & 10 FOR PREVIOUS RECORDS.
SEE ATT'D FORM FOR VERIFICATION.

7. Arrangement CHRONO. BY DATE OF ENTRY OF RECORD.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 BOOKS 14"X11"X½" EACH — 1 L.L. BINDER 14"X 21"X 2½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
1 L.L. BINDER 14"X 21" X 3/4"

11. Location by dates and quantities SEE ADDENDA
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
LABELING ON 2 L.L. BINDERS AND ON 2 BOOKS LABELED CITY HOSPITAL IS NOT RELATIVE TO RECORD.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 6

Baltimore City Hospital - Psychopathic Division.

Addenda 4940 Eastern Ave. Item 11.

4	Books July 1, 1913 To Mar. 1, 1924. In Cabinet N.E. Corner Examination Room.
1	Binder 1924 To 1939. Incl. On Table in N.W. Corner Room Adjoining " "
1	Binder Jan. 1, 1940 To Date On Table in S.W. Corner Division Office.

2-7-24 A. & Co. 300

BALTIMORE CITY HOSPITALS

192_____ *Admissions*_____ *Ward*_____ *Attending Physician*

DATE OF ADMISSION TO HOSPITAL	NAME	COLOR	AGE	CIVIL STATE	OCCUPATION	RELIGION	NATIVE OF	DIAGNOSIS	RESULT				REMARKS
									Cured.	Im-proved.	Unim-proved.	Died.	

#6

BALTIMORE CITY HOSPITALS

192_____ *Admissions*_____ *Ward* _____ *Attending Physician*

	DATE OF ADMISSION TO HOSPITAL	NAME	COLOR	AGE	CIVIL STATE	OCCUPATION	RELIGION	NATIVE OF	DIAGNOSIS	RESULT				REMARKS
										Cured.	Im-proved.	Unim-proved.	Died.	

Mack, Dilworth - Feb. 14, 1940. No. 7
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] Baltimore City State Maryland

Name of agency or office Baltimore City Hospital (Psychopathic Division)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Record of Inmate"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 1885 to Dec. 31, 1914, Incl.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 300 Pages
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 Book Labeled Record
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

THIS FORM OF RECORD DISCONTINUED AS OF 12-31-1914.

6. Contents Showing Name of Patient, date of Addmission, Ward Number and Diagnosis. Above Information is all the Record Shows
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alphabetically by Names of Patients.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained by Lettered Tabbed Pages.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book, 14"x9"x1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 4th Shelf in Cabinet N. E. Cor.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
Examination Office PSYCHOPATHIC DIVISION.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth - Feb. 14, 1940. No. 8.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland.

Name of agency or office Baltimore City Hospital - Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Statistical Record of Baltimore City Insane Hospital."
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates April 1, 1903 To Aug. 2, 1912 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 200 Pages of Which 100 Are Used.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None MISSING
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

THIS FORM DISCONTINUED AS OF 1912.

6. Contents Record Consists of Statistical Record of Insane Hospital, Column Headings Show - Date of Admission, Name, Psychosis, Age, Civil Condition, Nativity, Occupation, Habits, Duration of Present Attack, NO. OF PREVIOUS ATTACKS, DURATION OF PREVIOUS ATTACKS, ALLEGED CAUSE, HEREDITARY, DATE OF DISCHARGE, RESULT=
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued STATIONARY, IMPROVED, RECOVERED AND REMARKS.

SEE ATT'D FORM FOR VERIFICATION.

7. Arrangement CHRONO. BY DATE OF RECORD ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOOK, 14½" X 20" X 1"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON 4TH SHELF IN CABINET IN N.E. CORNER EXAMINATION ROOM PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Statistical Record of the Baltimore City Insane Hospital.

DATE OF ADMISSION.	NAME.	PSYCHOSIS.	AGE.	Civil Condition.	NATIVITY.	OCCUPATION.	HABITS.	Duration of Present Attack.	Number of Previous Attacks.	Duration of Previous Attacks.	ALLEGED CAUSE.	Hereditary.	Date of Discharge.	Stationary.	Improved.	Recovered.	REMARKS.

#8

Mack-Dilworth Feb. 14, 1940 No. 9
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Baltimore City Insane Hospital Register"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates Sept. 12, 1853 To July 20, 1909 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 362 Pages - 1 Book Containing 252 Pages.
(Number of volumes, file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
This Form of Record Discontinued As of July, 1909.
See Serial No. 10 For New Form.

6. Contents Records Consist of Insane Hospital Register
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
Showing Date, Name, Birthplace, Age, Habit, Occupation, By Whose Order Admitted, Time and Manner of Leaving House and Remarks.
See Attached Form For Verification.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Chrona. By Date of Record Entry.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Separate Index. See Serial No. 11.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed and Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book 20"x14"x2" — 1 Book 20"x14"x½.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities Bottom of Cabinet in N.E. Corner of Examination Office, Psychopathic Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good - This Form in Use Until July 20, 1909. When New Form of Register Was Adopted. See Serial No. 10 For New Form and Later Dates.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Baltimore City Insane Hospital Register.

John Murphy & Co., City Printers and Stationers.

DATE.		NAME.		Birth-Place.	AGE.		Habit.	Occupation.	BY WHOSE ORDER ADMITTED.	TIME AND MANNER OF LEAVING HOUSE.	REMARKS.
					Yrs.	Mos.					

Baltimore City Insane Hospital Register.

John Murphy & Co., City Printers and Stationers.

DATE.		NAME.	Birth-Place.	AGE.		Habit.	Occupation.	BY WHOSE ORDER ADMITTED.	TIME AND MANNER OF LEAVING HOUSE.	REMARKS.
				Yrs.	Mos.					

This form used until July 19, 1909.

Mack, Dilworth Feb. 14, 1940 No. 10
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Psychopathic Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Baltimore City Insane Hospital Register."
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates July 20, 1909 to June 12, 1913, incl.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 100 Pages.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Register
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

THIS FORM DISCONTINUED AS OF JUNE 1913. SEE SERIAL NO. 6 FOR NEW FORM OF RECORD.

6. Contents Records Consist of Insane Hospital Register Showing Date, Name, Age, Nativity, How Long in U.S., How Long In Baltimore, Sex, Color, Single, Married, Widowed, Occupation, Habits, Religion, Read or Write, by Whose Order Admitted, Date and Condition of Discharge, and Remarks.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued See Attached Form for Verification; Also See Serial Nos. 6 and 9 for Previous and Later Records.

7. Arrangement Chrono. by Date of Entry of Record.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serial No. 11 for Index Book.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Ruled and Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Book, 20"x13"x1¼".
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities Bottom of Cabinet N.E. Cor. of Examination Office, PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#10

BALTIMORE CITY INSANE HOSPITAL REGISTER

DATE	NAME	PERSONAL HISTORY	BY WHOSE ORDER ADMITTED	DATE AND CONDITION OF DISCHARGE	REMARKS
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			

BALTIMORE CITY INSANE HOSPITAL REGISTER

DATE	NAME	PERSONAL HISTORY	BY WHOSE ORDER ADMITTED	DATE AND CONDITION OF DISCHARGE	REMARKS
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			
		Age Nativity How long in U. S. in Baltimore Sex Color Single Married Widowed Occupation Habits Religion Read and Write			

This form used from July 20, 1909. to June, 12, 1913.

Mack-Dilworth - Feb. 16, 1940. No. 11.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Psychopathic Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title [Index Book]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates None; NO DATES SHOWN.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book Containing 100 Pages.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Index Book.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Index Book Showing Name and Page Number. This Record Refers To Baltimore City Hospital Register and is An Index To Those Books.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

See Serial No. 9 and No. 10 For Hospital Register.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alphabetically By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Pages
(Self-contained--describe what it shows. If separate, fill out a form for it,
Showing Name and Page Number.
and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 Book, 13"x8"x1".
(Of record or container) Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities Bottom of Cabinet in N.E. Corner
(Room, vault, wall--N.E.S.W., section, bin, shelf,
of Examination Room, Psychopathic Division.
cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK- DILWORTH. 2-16-1940. 12.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "INTERNES LEDGER"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1, 1933. TO AUG. 1, 1935. INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOOK CONTAINING 50 PAGES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INTERNES LEDGER
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF INTERNES LEDGER SHOWING INITIALS OF ADMINISTRATION DOCTOR AND INTERNE, DATE OF ADMISSION, NAME OF PATIENT, INITIALS OF DOCTOR MAKING PHYSICAL, MENTAL, URINE AND BLOOD EXAMINATION, DATE OF EXAMINATION, DIAGNOSIS, PROGRESS NOTES AND REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued NO OTHER INTERNES RECORD CAN BE LOCATED AND THIS FORM WAS APPARENTLY USED ONLY FOR PERIOD SPECIFIED.

7. Arrangement CHRONO. BY DATE OF EXAMINATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOOK 14½" X 21½" X 3/4"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN BOTTOM OF CABINET N.E. CORNER OF EXAMINATION ROOM PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth Feb. 17, 1940 No. 13.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (INMATES CARD FILE)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1904 TO 1926 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 DRAWERS CONTAINING 7500 CARDS (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

THIS FORM DISCONTINUED DEC. 31, 1926. SEE SERIAL NO. 14 FOR LATER DATES AND COPY OF NEW FORM.

6. Contents CONSISTS OF CARD FILE GIVING NAME OF PATIENT, CASE NO., DATE AND TIME OF ADMISSION, ACCOMPANIED BY WHOM, RECEIVED BY, TAKEN BY, COLOR, SEX, AGE, CIVIL CONDITION, NUMBER OF CHILDREN, AGE OF YOUNGEST CHILD, NUMBER OF LIVING CHILDREN, NATIVITY, NATURALIZED, NO. OF YEARS IN BALTIMORE, OCCUPATION, EDUCATION, RELIGION, NATIVITY OF FATHER AND MOTHER, CAUSE OF INSANITY, DURATION, INSANE RELATIVES,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued FORM OF INSANITY, PHYSICAL DEFECTS, DISEASED ORGANS, RECENT INJURIES, HEIGHT, WEIGHT, COLOR OF HAIR + EYES, IN CASE OF DISCHARGE, PAROLE OR DEATH SAME IS NOTED ON BACK OF CARD GIVING DATE. SEE ATT'D FAC-SIMILE OF CARD FOR VERIFICATION

7. Arrangement ALPHA, BY NAME OF PATIENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWR ON PRINTED CARD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 6 DRAWERS 4" X 6 3/4" X 15" EACH
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET IN S. E. CORNER OF PSYCHOPATIC DIVISION OFFICE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
THIS CARD WAS ALSO USED AS AN INDEX TO CASE HISTORIES DISCRIBED IN SERIALS # 17 + 18.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Fac. - Simile

Sup. to Serial #13

1-16-14 - M.P. - 1000 - 6389

Co. _____ Case _____

Adm _____ 1 _____ at _____ M. Accompanied by _____

Received by _____ Taken to _____ by _____

Color Sex Age Civil Condition No. of Children Age of Youngest

No. of Living Children Nativity Naturalized No. of Years in Balto.

Occupation Education Religion

Nativity of Father Nativity of Mother

Cause of Insanity Duration Insane Relatives

Form of Insanity

Physical Defects and diseased Organs

Recent Injuries

Height Weight Color of Hair Eyes

MACK – DILWORTH

BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)

ADDENDA = ITEM 4 4940 EASTERN AVENUE

1	DRAWER LABELED	A – D	DISCHARGES
1	" "	E – J	"
1	" "	K – P	"
1	" "	Q – V	"
1	" "	V – Z A – H	" DEATHS
1	" "	Q – Z	"

Mack-Dilworth - Feb. 19, 1940. No. 14
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Division Card" (Psychopathic Division)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1927 — —
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing 2000 Cards.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 Drawer Labeled Active File - Paroles - Discharges.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Division Cards Which Are Made Out For Each Patient Upon Admission. Card Shows Name and Case No. of Patient, Address, Sex, Color, Religion, Marital Status, Age, Birthplace and Date of Birth, How Long in U.S. and Baltimore, Name and Birthplace of Father, Maiden Name and Birthplace of Mother, Occupation, Employers Name and Address, Husband or Wife's Name and Address, Name, Address and Phone No. of Relatives or Friends, Whether or Not a War Veteran, Name of Party Giving Information
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

Relative To Patient, Name of Party Accompanying Patient To Hospital and Hour, Clothing and Valuables, Admission Date, Whether Regular

6. Contents--continued or Emergency Case, Where Sent Doctors Signature, Transfers or Dis Charges Showing Date, Where From or To and Signature of Party Authorizing Same. Back of Card Shows When Respiration Ceased in Case of Death, Principal Cause and Duration, Contributory Cause and Duration, Whether or not An Operation Was Performed, Date and For What Disease or Injury, Blood Wassermann, Spinal Fluid Wassermann, Autopsy, Medical Examiners Case and Signature of PHYSICIAN.

7. Arrangement Alpha. by Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained by Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed On Printed Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Drawer 6½"x18½"x21"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet in S.E. Cor. of Office
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
Psychopathic Division.

12. Other information This Form Adopted Jan. 1, 1928. See
(Condition of record if not good. Relation to other records.
Serial No. 13 For Previous Dates and Copy of Form.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
These Cards Are Also Used as A Master File For Personal Case Histories Shown On Serial 16-17-18-19. Record Good.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 59—MDB 9521

(14)

DIVISION CARD

NAME CASE NO.

ADDRESS

SEX COLOR RELIGION S. M. W. D.

AGE DATE OF BIRTH MO. DAY YEAR

BIRTHPLACE

HOW LONG IN U. S. IN BALTIMORE

FULL NAME OF FATHER BIRTHPLACE

MAIDEN NAME OF MOTHER BIRTHPLACE

OCCUPATION

EMPLOYER ADDRESS

HUSBAND OR WIFE

ADDRESS

RELATIVES OR FRIENDS NAME ADDRESS TELEPHONE

WAR VETERAN?

INFORMATION GIVEN BY

BROUGHT BY HOUR

CLOTHING VALUASLES

ADMISSIONS

DATE	REG. OR EMERG.	WHERE SENT	DOCTOR

IMPRESSION:

TRANSFERS OR DISCHARGES

DATE	FROM	TO	SIGNED

(OVER)

RESPIRATIONS CEASED _____ AT _____ A. M. / P. M. _____

PRINCIPAL CAUSE OF DEATH

_____ DURATION _____

_____ DURATION _____

CONTRIBUTORY CAUSES

_____ DURATION _____

_____ DURATION _____

WAS AN OPERATION PERFORMED? _____ DATE _____ FOR WHAT DISEASE OR INJURY? _____

BLOOD WASSERMANN _____ SPINAL FLUID WASSERMANN _____

AUTOPSY _____ _____ M. D.

MEDICAL EXAMINER'S CASE _____

MACK - DILWORTH 2 - 19 - 1940. 15.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL - PSYCHOPATHIC DIVISION.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "CORRESPONDENCE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 FILE BOXES CONTAINING 3000 LETTERS. (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF CORRESPONDENCE TO AND FROM PSYCHOPATHIC DIVISION OF HOSPITAL RELATIVE TO PATIENTS. LETTERS CONSIST OF INQUIRIES AND ANSWERS CONCERNING MENTAL AND PHYSICAL CONDITION OF PATIENTS. ALSO LETTERS FROM OTHER INSTITUTIONS RELATIVE TO HISTORY OF PATIENTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHA BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED PAGES.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. & TYPED ON LETTER HEADS AND BLANK PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 3 FILE BOXES 12"X11"X3" EACH - 3 FILE BOXES 12"X11"X6" EACH
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TOP OF CABINET IN N.E. CORNER OF PSYCHOPATHIC DIVISION OFFICE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack, Dilworth No. 15

Baltimore City Hospital - Psychopathic Division.

Addenda ITEM 4. 4940 Eastern Ave.

1	File Box	Labeled	1935
1	" "	"	1936
1	" "	"	1937
1	" "	"	1938
1	" "	"	1939
1	" "	"	1940

Mack-Dilworth - Feb 24, 1940. No. 16
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Psychopathic Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Personal Histories"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 1934 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing 70 Histories.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Personal History of Patient Showing Summary or Top Sheet, Commitment Certificate, Physical Examination Sheet, Clothing and Valuables List, Laboratory Charts, Temperature Charts, Special Charts, Mental Questions and Progress Notes. Also Where Same is Requested An Abstract of Patient's
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Record is Furnished and Copy of Same Included in History.
See Attached Addenda For Discription of Forms Referred To. Also See Attached Forms.

7. Arrangement In Folders Alpha. By Names of Patients.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed and Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Drawer 14½x15"x27"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet in S.E. Corner of Division Office.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
These Histories Are Kept in Division Office Until Patient is Discharged or Dies, At Which Time They Are Sent To Record Room Bldg. A. Where They Are Filed For Future References.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 16-1

Baltimore City Hospital 4940 Eastern Ave.

Addenda for Contents ITEM 6.

Summary Sheet Showing Case No. and Division, Name, Address, Occupation, Date of Birth, Birth Place, Sex, Color, Marital STATUS, Age, how Long in U.S. and Baltimore, Name and Birth Place of Father, Maiden Name and Birth Place of Mother, Name and Address of Husband or Wife and Relatives or Friends, Date Admitted or Discharged, Date Died and Autopsy No., Date Transferred and where Transferred to, Disease Index No., Diagnosis, Complications, Delivery Date, Doctor, Anaesthetic, Date of Operative Procedures, Visitant DR. and Result. THIS IS FORM # BCH 13.

ALSO SHOWS NAME OF PARTY ACCOMPANING PATIENT TO HOSPITAL AND GIVING INFORMATION.

Commitment Certificate Showing Date of Examination, Name of Patient, Age, Male or female, Color, Single, Married or Widowed, Name and Address of Patients Nearest Relative or Guardian to be Notified in Case of Emergence, Also Shows Physical Defects, Deformities or Injuries and Patients Mental Condition at Time of Examination. Also Shows Date Present Condition began, What Were the First Symptoms Noted, What has Patient Done and with What Success, When Did Patient become Unable to Work, Is the Patient Suicidal, has the Patient Delusions or Hallucinations, Has Patient Ever been in an Insane Institution before, History of Mental Disease and Doctors Recommendation that Patient be Placed in An Insane Institution for Care. Certifcate is Signed by Doctor Making the Examination. THIS IS FORM WITH No NUMBER

Physical Examination SHOWS Case No. and Name, General Appearance, Complaints, Cranial Nerves, Eyelids, Muscles, Pupils, Trifacial, Facial, Auditory, Taste, Throat, Larynx, Spinal Accessory, Tongue, Reflexes, Clonus, Spinal Centers, Gait, Motor Power,

Mack-Dilworth No. 16-2

Baltimore City Hospital 4940 Eastern Ave.

Addenda for Contents - ITEM 6

Grip, Right-Kilos, - Left - Kilos, Tremors, Co-Ordination, Speech, Sensation, Head and Neck, Circulatory System - Pulse - Blood Pressure, Heart, Lungs, Abdomen, Skeletal System, Genito - Urinary System, Lymphatic System, Endocrine and Vegetative Nervous System, Other Findings and Summary. THIS IS FORM NO BCH 110

Laboratory Charts Shows Name and Case No., Urine-Analysis, Microscopic and Special Test, Blood Test, Blood Serology - Chemistry and Bacteriology, Stools, Sputtum, Cerebro - Spinal Fluid, Cultures - Throat, Wounds etc, Hematocrit Studies and Gastric Analysis. THIS IS FORM BCH 8

Temperature Chart Shows Name and Case No., Date Admitted, Record of Respiration, Pulse and Temperature Over Certain Periods. Also Shows Stools, Fluid Intake and Output, Sputtum Output Height, Weight and Medications. FORM BCH 6

FORM BCH 9
Special Chart Shows Name and Case No. Temperature, Pulse, Respiration, Medicines, Treatment, Diet and Remarks.

Patient's Clothing List Shows Inventory of Clothing and Valuables taking from Patient on Addmission Giving Name of Person Taking Same and Disposition Made, Whether taken by Police, taken Home or Taken to Ward With Patient. This Form Shows All Dispositions of Patients Clothing and Valuables Belonging to Patient and Name of All Persons Handling Same.
THIS IS FORM BCH 85

Mack - Dilworth No. 16 - 3

Baltimore City Hospital 4940 Eastern Ave.

Addenda for Contents ITEM 6

Form B.C.H. 7 is Form Used by Doctors and Others in Division Office. Doctors Show on this Form Various Questions Asked Patient and Question Answered by Patient Relative to Mental Status. This is in the Form of a Doctor's Examination in Order that He May Judge the Mental Condition of Patient and Best Method of Treatment. Questions Deal With Patient's Memory, Whether or Not has Delusions or Hallucinations or is of Suicidal or Destructive Intent. Doctors Also Use This Form For their Progress Notes of Patient's Condition.

When An Abstract of Patient's Hospital Record is Requested by Other Institutions or Concerned Individuals, Same is Made on this Form. Abstract is a Complete Summary of Patient's Record From the Time of Commitment and Shows All Data Covered by All Forms Herein Discribed.

Serial # 16

BCH 13

MDB 10772

BALTIMORE CITY HOSPITALS

SUMMARY SHEET

CASE NO. _____

DIVISION _____

NAME _____ SEX COLOR MARITAL AGE

ADDRESS _____ NAME OF FATHER _____

OCCUPATION _____ BIRTHPLACE OF FATHER _____

DATE OF BIRTH _____ MAIDEN NAME OF MOTHER _____

BIRTHPLACE _____ BIRTHPLACE OF MOTHER _____

HOW LONG IN U. S. _____ IN BALTO. _____ HUSBAND OR WIFE _____

RELIGION _____ ADDRESS _____

INFO. GIVEN BY _____ RELATIVES OR FRIENDS _____

BY WHOM BROUGHT _____ REG. EMERG. ADDRESS _____

ADMITTED _____

DISCHARGED _____

DIED _____ AUTOPSY NO. _____

TRANSFERRED

TO	DATE	TO	DATE
1		5	
2		6	
3		7	
4		8	

DISEASE INDEX NO.

DIAGNOSIS

COMPLICATIONS

DELIVERY DATE

DOCTOR

ANAESTHETIC

OPERATIVE PROCEDURES

DATE

DATE

DATE

DATE

RESULT

_____ RES. OR ASST. RES.

_____ VISITANT

SERIAL NO. 16.

STATE OF MARYLAND

BOARD OF MENTAL HYGIENE

BALTIMORE, MARYLAND

Commitment Certificate

I. On this ..... day of ....., 19....., in the STATE OF MARYLAND, and in the COUNTY or CITY of .....

I, ..., a graduate of .....Medical College, and having practiced as a physician for five years, DO HEREBY CERTIFY that on the .....day of ....., 19....., I personally examined .....age....., male, female, single, married, widowed, white, colored, and do believe that the said ....is insane, and that the disease is of a character which, in my opinion, requires that the above mentioned person be placed in a hospital or institution in which the insane are detained for care and treatment.

II. I further certify, that the following information is based on a personal examination of the above mentioned patient and on other information obtained from sources I believe to be reliable.

The patient's nearest relative or guardian, to be notified in case of emergency, is:

Mr. (s) .....Address .....

The patient showed the following physical defects, deformities or injuries at the time of the examination:

.....

.....

.....

.....

.....

The patient's mental condition at the time of the examination was (state what the patient did and what the patient said during the examination):

.....

.....

.....

.....

.....

(OVER)

The present condition began about: (Date).....

What were the first symptoms noted?.....

.....

.....

.....

.....

What work has the patient done and with what success?.....

.....

When did the patient become unable to work?.....

Is the patient suicidal?.....

Has the patient delusions or hallucinations which seem dangerous to the patient or others? If so, please specify.....

.....

.....

.....

Has this patient ever been in an institution for the insane before? .....

If so, give name and date.....

What history of mental disease is there in the patient's family?.....

.....

.....

.....

III. I further certify that I am not related, by blood or marriage, to the said .....

..... and am not connected as medical attendant or otherwise with the institution in which the above patient will be detained; and that this certificate is signed and made within one week of the examination of the patient.

Signed ..... M. D.

..... Address

No certificate shall be of force which shall be presented for the commitment of any patient more than thirty days after the examination. Art. 59, Sec. 32, An. Code.

Separate certificates, made and signed by two physicians, must accompany each patient committed to any institution as the institution's authority for detaining the patient. Art. 59, Sec. 32, An. Code.

Special provisions are made for voluntary patients. Art. 59, Sec. 38, An. Code.

Patients sent to any State Hospital as charges against any County (or Baltimore City) must be accompanied by an order from the County Commissioners (in Baltimore City, the Department of Public Welfare) authorizing the Superintendent to receive the patient as a charge against the specified County. Art. 59, Sec. 4, An. Code.

6M—4-39

SERIAL 16.

PSYCHOPATHIC HOSPITAL
PHYSICAL EXAMINATION

CASE NO.

NAME PAGE.....

Height, Weight, Development, Nutrition, Hair Distribution and Quality, Skin, Nails.	General Appearance
Headache, Pain Vomiting, Dizziness, Stupor, Fainting, Convulsions, Etc.	Complaints
Camphor, Peppermint, Turpentine, Vision, Visual Fields, Ophthalmoscopic.	Cranial Nerves 1st (Smell) 2nd (Optic)
Ptosis, Exophthalmos, Paralysis, Strabismus, Diplopia, Nystagmus.	3rd, 4th, 6th (Eyelids, Muscles & Pupils)
Size, Outline, Reaction to Light and Accommodation.	Pupils
Motor to Masseters, etc. Sensory to Face.	5th (Trifacial)
Atrophy Paralysis, Tremor.	7th, (Facial)
Hearing, Vertigo.	8th (Auditory)
Salt, Sugar, Quinine, Vinegar.	7th, 9th (Taste)
Deglutition, Sensation, Reflex.	9th, 10th (Throat)
Phonation.	10th (Larynx)
Sterno Mastoid, Trapezius.	11th (Spinal Accessory)
Paralysis, Atrophy, Tremor.	12th (Tongue)
	Reflexes Biceps Triceps Wrist Patellar Achilles
Babinski.	Plantar
	Clonus Epigastric Abdominal Cremasteric
	Spinal Centers Bladder Rectum
	Gait
Romberg.	Station Kernig

Atrophy, Hypertrophy, Paralysis, Tonus, Fibrillary Twitchings.	Motor Power Grip, Right- Kilos, Left- Kilos
Distribution, Rhythm, Intensity, Rapidity.	Tremors
	Co-ordination
Pain, Touch, Thermal, Stereognostic, Muscle and Joint Sense.	Speech Sensation
Eyes, Ears, Nose, Throat, Mouth, Teeth, Tonsils.	Head and Neck
Size, Apex, Rhythm, Accentuations, Quality, Murmurs, Vessels.	Circulatory System—Pulse Blood Pressure Heart
Inspection, Palpation Percussion, Auscultation.	Lungs
Contour, Tenderness, Rigidity, Tumor Masses, Liver, Spleen, Kidneys.	Abdomen
Malformations, Asymmetry.	Skeletal System
Malformations, Scars, Discharge, Inflammation.	Genito-Urinary System
	Lymphatic System
Acromegaly, Froehlich's Syndrome, Exophthalmic Goitre, Myxoedema, Status Lymphaticus, Eunuchoid, etc. Vagotonia, Sympaticotonia.	Endocrine & Vegetative Nervous System
	Other Findings
	Summary

SERIAL. #16

BCH 8

MDB 9679

BALTIMORE CITY HOSPITALS
LABORATORY CHART

NAME_____ CASE NO._____

URINE

DATE	CHARACTER	SP. G.	RE-ACTION	ALB.	SUGAR	MICROSCOPIC	SPECIAL TESTS

BLOOD

DATE	RED BLOOD CELLS	WHITE BLOOD CELLS	HEMOGLOBIN		COL. IND.	DIFFERENTIAL COUNT							
			GM.	%		MYELOCYTES %	NON-SEGMENTED P. M. N. %	SEGMENTED P. M. N. %	EOSINOPHILES %	BASOPHILES %	LYMPHOCYTES %	MONOCYTES %	CELLS COUNTED
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												

BLOOD SEROLOGY, CHEMISTRY AND BACTERIOLOGY

DATE	WASSER-MANN	EAGLE	DATE	N. P. N. MGS. PER 100 C. C.	SUGAR MGS. PER 100 C. C.	CO_2	SED. RATE	BLOOD CULTURE	

STOOLS

DATE	CHARACTER	STARCH, FAT PROTEIN	BILE	OCCULT BLOOD		MICROSCOPIC PARASITES OR OVA	CULTURE OR SMEAR
				BENZIDINE	GUAIAC		

(OVER)

SPUTUM				
DATE	AMOUNT	CHARACTER	CULTURE	SMEAR (TYPE PNEUMO.)

P. S. P.			
DATE	FIRST HOUR	SECOND HOUR	TOTAL. %

FISHBERG CONC. TEST			
DATE	SPECIFIC GRAVITY		
	FIRST HOUR	SECOND HR.	THIRD HOUR

CEREBRO-SPINAL FLUID						
DATE	PRESSURE	CHARACTER	GLOB.	ALB.	CELLS	SMEAR AND CULTURE

COLLOIDAL MASTIC TEST										
TUBE NO.	1	2	3	4	5	6	7	8	9	10
REACTION 5										
4										
3										
2										
1										
0										

WASSERMANN			
DATE	1 C.C.	0.5 C.C.	.2 C.C.

B. M. R.			
DATE	% NORM.	CAL. PER HR.	REMARKS

DATE	CULTURES (THROAT, WOUNDS, ETC.)

HEMATOCRIT STUDIES			
DATE	MCV (80-94)	MCH (27-32)	MC HC(35-38%)

GASTRIC ANALYSIS				
DATE	DEGREES FASTING	DEGREES AFTER ALCOHOL	DEGREES AFTER HISTAMINE	ADDITIONAL DATA

OTHER DATA:

BCH 6

SERIAL #16

HDB 10737

BALTIMORE CITY HOSPITALS

TEMPERATURE CHART

Name ______________________ Case No. ____________

Admitted ______________________ Division ____________

Year Date

Day of
Illness
Days in Hospital
Operation Delivery

HOUR OF DAY

Resp.	Pulse	Temp.
	170	108°
	160	107°
	150	106°
	140	105°
	130	104°
	120	103°
	110	102°
	100	101°
	90	100°
	80	99°
	70	98°
	60	97°
	50	96°
	40	95°
	30	94°

Respiration

Stools

Fluid Intake

Fluid Output

Sputum Output

Ht. ft. in. Weight

Medications

SERIAL # 16

BCH 9

MDB 6723L

BALTIMORE CITY HOSPITALS

SPECIAL CHART

NAME _____ CASE NO. _____

DATE	H	T	P	R	MEDICINES	TREATMENT	DIET	REMARKS

(OVER)

DATE	H	T	P	R	MEDICINES	TREATMENT	DIET	REMARKS

BCH 85

SERIAL #16

MDB 7307

BALTIMORE CITY HOSPITALS

PATIENT'S CLOTHING LIST

DATE _____

NAME

DIVISION _____

BATHROBE		PURSE	
BELT		RUBBERS	
BLANKET		SCARF	
BLOOMERS		SHIRT	
BLOUSE		SHOES	
BRASSIERE		SHORTS	
CANE		SKIRT	
CAP		SLIP	
COAT, TOP		SLIPPERS	
COAT, SUIT		SOCKS	
CORSET		SUSPENDERS	
CRUTCHES		STEP-INS	
DRESS, 1-PIECE		STOCKINGS	
DRESS, 2-PIECE		SUITCASE	
GARTERS		SWEATER	
GLOVES		TROUSERS	
HANDKERCHIEFS		UNDERSHIRT	
HAT		UNIONSUIT	
JACKET		VEST	
NECKTIE			
NIGHTGOWN			
OVERALLS			
PAJAMAS			
PILLOW			

CLOTHES

IN CLOTHES ROOM

TAKEN HOME BY

TO LAUNDRY

FROM LAUNDRY

TO CYANIDE ROOM

FROM CYANIDE ROOM

TO STERILIZER

TO INFIRMARY

DESTROYED

CUT OFF

VALUABLES

TAKEN HOME BY

TAKEN BY POLICE

IN HOSPITAL SAFE

TO WARD WITH PATIENT

MONEY $	
RINGS	
WATCH	
GLASSES	
PURSE	

ON ADMISSION:

CLOTHES REC'D BY _____ NAME OF NURSE

_____ NAME OF NURSE

_____ SIGNATURE OF PATIENT

_____ SIGNATURE OF PERSON TAKING CLOTHES AND VALUABLES HOME.

BEFORE DISCHARGE DATE _____

CLOTHES DELIVERED BY _____ NAME OF NURSE

_____ SIGNATURE OF PERSON TAKING CLOTHES (RELATIONSHIP)

ON TRANSFER OF PATIENT: (SEE BACK OF SLIP)

ON DISCHARGE: DATE _____

CLOTHES DELIVERED BY _____ NAME OF NURSE

_____ SIGNATURE OF PATIENT

RESPIRATIONS CEASED DATE _____

TRANSFERS

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES.

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

NOTATIONS

SERIAL # 16.

BCH 7

MDB 4464L

BALTIMORE CITY HOSPITALS

NAME _____ CASE No. _____

DR. _____

OVER

Mack-Dilworth - Feb. 29, 1940. No. 17.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Basement Record Room Bldg A
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Personal Histories" [Admissions Discharges, Transfers]
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates July 1902 To Dec. 1929 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 102 Bound Volumns Containing 35 Histories Each (Estimated)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Addenda.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Chrono. By Date of Discharge or Transfer.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serials No. 13 and 14 For Separate Index.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. and Typed On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 Bound Volumns 12"x9½x2" Each 87 Bound Volumns 12"x9½x3" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On Shelves Near South Wall in Basement Record Room East End Bldg. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 17.

Baltimore City Hospital Basement Record Room Bldg. A

Addenda ITEM 6 4940 Eastern Ave Item #6

Contents Consist of Case Histories of All Patients Admitted To Hospital (Psychopathic Division) Who Were Discharged or Transferred During The Period as Shown Per Dates on Serial #17. These Records Are Bound Together in Vol. According To Date of Discharge or Transfer Up To and Including Year of 1929. See Serial No. 18 For Deaths.

Beginning With Jan. 1, 1930 All Admission, Discharges, Transfers and Deaths Are All Bound Together in Volumes. See Serial No. 19 For This Record. These Histories Are Made Up of The Following Records. Admission Record Shows, Date of Admission, Name of Patient, Religion, Sex, Age, Nativity, Civil Status, Occupation, Education, Patient's Personal History and Patient's Family History As To Disease, Illness, Mental Status Etc. History of Previous and Present Attacks, Patient's Present Status As To Tendencies Such As Suicidal, Homicidal, Violent Etc., Physicians Diagnosis and Treatment Recommended.

Physical and Mental Examination Made At Time of Patient's Admission To Hospital Shows Name of Patient, Date of Admission, Height, Weight, Age, Sex, Color, Mental Status, Name and Address of Husband or Wife, Relatives and Friends, Skull and Head Formation and Measurements, Appetite, Condition of Bowels, Motor Function of Muscles, Special Senses, Such As Hearing, Sight Etc., Deformities or Injuries Reflexes, Pupiliary Reflexes, Pupiliary State, Ears, Teeth, Palate, Pulse, Respiration, Temperature, Heart, Lungs, Circulation and Vaso Motor State. Also Consists of Question by Doctor and Answers by Patient On Various Subjects. These Questions Are Asked by Doctor in Order That He May Make Some Conclusion as To Mental Status of Patient.

Urine Chart Shows Patient's Name, Date of Admission, Complete Record of Urine Analysis As To Character of Urine, Reaction, Specific Gravity, Sugar Albumen Etc. Also Microscopic Findings.

Progress Notes Consist of Notes Made From Time To Time by Doctor as To Patient's Progress Toward Recovery or Otherwise. Showing Name of Patient, Date of Admission and Date of Notes.

Mack - Dilworth No. 17 A.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM NO. 4 4940 Eastern Ave.

1	Vol. Labeled	City Detention Hospital for the Insane	7-28-02 to 6-29-04
"	" "	" " " " " "	6-29-04 to 12-24-05
"	" "	" " " " " "	1-9-06 to 6-30-07
"	" "	" " " " " "	7-2-07 to 6-30-08
"	" "	" " " " " "	7-3-08 to 4-29-09
"	" "	" " " " " "	5-3-09 to 12-15-09
"	" "	" " " " " "	1-15-10 to 7-29-10
"	" "	" " " " " "	8-6-10 to 12-31-10
"	" "	" " " " " "	1-5-11 to 6-29-11
"	" "	" " " " " "	7-4-11 to 10-31-11
1	Vol. Labeled	City Detention Hospital for the Insane - Discharges	11-14-11 to 7-20-12
"	" "	Baltimore City Hospital - Psychopathic Hospital Discharges	2-8-12 to 5-19-12
"	" "	" " " " " "	5-22-12 to 7-15-12
"	" "	" " " " " "	7-15-12 to 7-29-12
1	Vol. Labeled	City Detention Hospital for the Insane - Discharges	8-7-12 to 12-16-12
"	" "	" " " " " " "	1-1-13 to 5-15-13
"	" "	" " " " " " "	5-15-13 to 7-10-13
"	" "	" " " " " " "	7-12-13 to 9-2-13
"	" "	" " " " " " "	9-4-13 to 12-28-13
"	" "	" " " " " " "	1-6-14 to 3-28-14
"	" "	" " " " " " "	4-1-14 to 8-31-14
"	" "	" " " " " " "	9-4-14 to 12-30-14
"	" "	" " " " " " "	1-4-15 to 4-29-15
"	" "	" " " " " " "	5-3-15 to 5-28-15
"	" "	" " " " " " "	6-6-15 to 6-21-15
"	" "	" " " " " " "	6-21-15 to 6-24-15
"	" "	" " " " " " "	7-2-15 to 8-27-15
"	" "	" " " " " " "	9-8-15 to 9-30-15
"	" "	" " " " " " "	10-4-15 to 10-29-15
1	Vol. Labeled	City Detention Hospital for the Insane - Discharges -	Vol. 2. 10-29-15
"	" "	" " " " " " "	Vol. 3 10-29-15
1	Vol. Labeled	City Detention Hospital for the Insane - Discharges	10-29-15 to 12-28-15
"	" "	" " " " " " "	1-3-16 to 5-29-16
"	" "	" " " " " " "	6-5-16 to 9-29-16
"	" "	" " " " " " "	10-1-16 to 12-30-16
"	" "	" " " " " " "	1-2-17 to 4-26-17
"	" "	" " " " " " "	4-27-17 to 7-30-17
"	" "	" " " " " " "	8-8-17 to 10-30-17
"	" "	" " " " " " "	11-1-17 to 12-31-17
"	" "	" " " " " " "	1-1-18 to 3-28-18

Mack-Dilworth No. 17 B.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM NO 4 4940 Eastern Ave.

1	Vol. Labeled	City Detention Hospital for the Insane - Discharges	4-3-18 to 6-30-18
"	" "	" " " " " " "	7-5-18 to 10-7-18
"	" "	" " " " " " "	10-15-18 to 12-31-18
"	" "	" " " " " " "	1-3-19 to 4-30-19
"	" "	" " " " " " "	5-1-19 to 6-30-19
"	" "	" " " " " " "	7-3-19 to 9-29-19
"	" "	" " " " " " "	10-1-19 to 12-23-19
"	" "	" " " " " " "	1-2-20 to 3-31-20
"	" "	" " " " " " "	4-1-20 to 6-30-20
"	" "	" " " " " " "	7-2-20 to 10-29-20
"	" "	" " " " " " "	11-3-20 to 12-31-20
"	" "	" " " " " " "	1-3-21 to 4-28-21
"	" "	" " " " " " "	5-3-21 to 6-28-21
"	" "	" " " " " " "	7-1-21 to 9-28-21
"	" "	" " " " " " "	10-2-21 to 12-25-21
"	" "	" " " " " " "	1-1-22 to 3-31-22
"	" "	" " " " " " "	4-3-22 to 5-29-22
"	" "	" " " " " " "	5-3-22 to 9-29-22
"	" "	" " " " " " "	10-1-22 to 12-26-22
"	" "	" " " " " " "	1-2-23 to 3-27-23
"	" "	" " " " " " "	4-2-23 to 6-29-23
"	" "	" " " " " " "	7-2-23 to 10-15-23
"	" "	" " " " " " "	10-18-23 to 12-30-23
1	Vol. Labeled	Psychopathic Hospital of Baltimore City Hospital - Discharges	1-2-24 to 2-6-24
"	" "	" " " " " " "	2-13-24 to 5-22-24
"	" "	" " " " " " "	5-23-24 to 5-29-24
"	" "	" " " " " " "	6-2-24 to 7-26-24
"	" "	" " " " " " "	8-2-24 to 10-10-24
"	" "	" " " " " " "	10-14-24 to 12-28-24
1	Vol. Labeled	Baltimore City Hospital Psychopathic Hospital - Discharges	1-19-25 to 2-28-25
"	" "	" " " " " " "	3-1-25 to 3-30-25
"	" "	" " " " " " "	4-1-25 to 6-5-25.

Mack - Dilworth

No. 17 C.

Baltimore City Hospital - Basement Record Room Bldg. A

Addenda ITEM NO 4 4940 Eastern Ave.

1	Vol. Labeled		Baltimore City Hospital Psychopathic Hospital: Discharges						6-8-25 to 6-30-25
"	"	"	"	"	"	"	"	"	7-1-25 to 8-31-25
"	"	"	"	"	"	"	"	"	9-5-25 to 10-9-25
"	"	"	"	"	"	"	"	"	10-12-25 to 10-30-25
"	"	"	"	"	"	"	"	"	11-9-25 to 12-31-25
"	"	"	"	"	"	"	"	"	1-5-26 to 3-29-26
"	"	"	"	"	"	"	"	"	4-1-26 to 5-31-26
"	"	"	"	"	"	"	"	"	6-4-26 to 8-11-26
"	"	"	"	"	"	"	"	"	8-12-26 to 10-30-26
"	"	"	"	"	"	"	"	"	11-3-26 to 12-30-26
"	"	"	"	"	"	"	"	"	1-1-27 to 2-23-27
"	"	"	"	"	"	"	"	"	3-1-27 to 4-24-27
"	"	"	"	"	"	"	"	"	5-2-27 to 6-19-27
"	"	"	"	"	"	"	"	"	6-20-27 to 6-29-27
"	"	"	"	"	"	"	"	"	7-4-27 to 9-29-27
"	"	"	"	"	"	"	"	"	9-29-27 to 12-24-27
"	"	"	"	"	"	"	"	"	1-9-28 to 1-26-28
"	"	"	"	"	"	"	"	"	2-9-28 to 3-13-28
"	"	"	"	"	"	"	"	"	3-15-28 to 4-25-28
"	"	"	"	"	"	"	"	"	5-1-28 to 6-28-28
"	"	"	"	"	"	"	"	"	7-3-28 to 8-31-28
"	"	"	"	"	"	"	"	"	9-3-28 to 9-26-28
"	"	"	"	"	"	"	"	"	9-26-28 to 9-27-28
"	"	"	"	"	"	"	"	"	9-27-28 to 12-18-28
"	"	"	"	"	"	"	"	"	12-20-28 to 12-21-28
"	"	"	"	"	"	"	"	"	1-2-29 to 4-23-29
"	"	"	"	"	"	"	"	"	4-23-29 to 6-29-29
"	"	"	"	"	"	"	"	"	7-3-29 to 8-30-29
"	"	"	"	"	"	"	"	"	9-15-29 to 11-20-29
"	"	"	"	"	"	"	"	"	11-27-29 to 12-21-29

MACK- DILWORTH. 2-29,-1940. 18
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG A)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "PERSONAL HISTORIES" (ADMISSIONS AND DEATHS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1912 TO 1929 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 24 BOUND VOLUMES CONTAINING 35 HISTORIES EACH (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
FOR LATER HISTORIES SEE SERIALS #16 AND 19.

6. Contents SEE ADDENDA.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF DEATH.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIALS # 13 + 14 FOR SEPARATE INDEX.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. + TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 8 BOUND VOLUMES 12" X 9½" X 4½" EACH
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
16 BOUND VOLUMES 12" X 9½" X 3" EACH.

11. Location by dates and quantities ON SHELVES NEAR SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN BASEMENT RECORD ROOM BLDG. A.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 18.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM 4. 4940 Eastern Ave.

1	Vol. Labeled	City Detention Hospital for the Insane Deaths	8-5-12 to 6-14-13
"	"	"	Baltimore City Hospitals Psychopathic Hospital Deaths 6-27-13 to 12-28-13
"	"	"	City Detention Hospital for the Insane-Deaths 1-2-14 to 7-31-14
"	"	"	" " " " " " " 8-5-14 to 4-29-15
"	"	"	" " " " " " " 5-3-15 to 12-31-15
"	"	"	" " " " " " " 1-7-16 to 12-31-16
"	"	"	" " " " " " " 1-7-17 to 12-20-17
"	"	"	" " " " " " " 1-10-18 to 12-24-18
"	"	"	" " " " " " " 1-4-19 to 12-21-19
"	"	"	" " " " " " " 1-8-20 to 12-26-20
"	"	"	" " " " " " " 1-1-21 to 12-15-21
"	"	"	" " " " " " " 1-1-22 to 7-28-22
"	"	"	" " " " " " " 8-5-22 to 12-31-22
"	"	"	" " " " " " " 1-4-23 to 12-30-23
"	"	"	Psychopathic Hospital of Baltimore City Hospitals Deaths 1-1-24 to 12-31-24
"	"	"	Baltimore City Hospitals Psychopathic Hospital Deaths 1-1-25 to 12-21-25
"	"	"	" " " " " " 1-5-26 to 5-28-26
"	"	"	" " " " " " 6-21-26 to 12-26-26
"	"	"	" " " " " " 1-10-27 to 5-25-27
"	"	"	" " " " " " 6-5-27 to 12-7-27
"	"	"	" " " " " " 1-3-28 to 6-5-28
"	"	"	" " " " " " 7-3-28 to 12-31-28
"	"	"	" " " " " " 1-8-29 to 6-30-29
"	"	"	" " " " " " 7-17-29 to 12-29-29

Mack-Dilworth No. 18.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM 6 4940 Eastern Ave.

Contents-Consist of Case Histories of All Patients Admitted to the Psychopathic Division of Hospital Who Died During Period as Shown Per Dates on Serial. These Records Are Bound in Volumes and are Kept Separate Up to and Including Year of 1929. Beginning with Jan. 1, 1930 These Records are Combined with All Other Patient's Histories and All Bound Together in Volumes. See Serial No. 19 for Complete Histories from Jan. 1, 1930. Summary of Records are as Follows - Admission Record Shows Name and Case No. of Patient, Date of Admission to Hospital, Name and Address of Relatives, Guardian or Friends, Sex, Age, Age At First Attack, Civil Status, Education, Religion, Birthplace, Occupation, Name and Birthplace of Father and Mother, Number of Children, Date of Birth of Youngest Child, Number of Admissions and Dates, Diagnosis, Date of Death, Time in Hospital, Cause of Death, (Autopsy) Name of Physician, Admission Notes, Personal History of Patient and Progress Notes. Also Shows Statements Made by Relatives or Friends, Relative to Patients and Ward Notes and Dates Giving Full Description of Mental State as to Action and Changes in ~~Illness Previous to Death and Giving Probable Cause of Death~~ Patients Condition Made from Time to Time and Giving Brief Summary of Last Illness Previous to Death and Giving Probable Cause of Death. Records Also Show Urinary Analysis Giving Patients Name, Case No. Date of Admission, Complete Chart of Analysis Showing Reaction, Specific Gravity, Sugar, Albumen etc. Mental Examination Record Consists of Questions by Doctor and Patients Answer Thereto. These Questions are on Various Subjects and are for the Purpose of Ascertaining the Mental Status of Patient. Ward Admission Record Consists of Record by Ward Supervisor At Time of Admission to Ward and Show Name of Patient, Admission Date, Ward No., Tendencies Such as Suicidal, Homicidal etc. General Condition of Patient, Marks Such as, Scars, Eruptions etc., Physical Disorders Such as, Deformaties, Injuries, Dislocations etc. Weight, Height, Respiration, Pulse, Temperature and Various Remarks. Back of this Form Shows Itemized List of Clothing and Valuables Belonging to Patient and Signature of Ward Supervisor. Temperature Chart Shows Name of Patient, Date of Chart No. of Ward and Degree of Temperature, Pulse and Respiration of Patient At Stated Times. Physical Examination Shows Name of Patient, Date of Admission, Height, Weight, Sex, Color, Skull Formation, Head Measurements, Condition of Bowels, Motor Function of Muscles, Senses Such as Hearing, Sight etc. Reflexes, Pupiliary State, Teeth, Ears, Palate, Heart, Lungs, Circulation, Vaso Motor State, Pulse, Temperatures, Respiration, Apetite and Remarks.

MACK-DILWORTH. 2-29-1940. 19.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG A.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "PERSONAL HISTORIES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1 1930 TO DEC. 31 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 34 BOUND VOLUMES CONTAINING 1168 HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE ADDENDA.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY ADMISSION NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIALS 13 & 14 FOR SEPARATE INDEX.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWR. & TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 34 BOUND VOLUMES 12" X 9½" X 4" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELVES NEAR SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN BASEMENT RECORD ROOM BLDG A.

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK - DILWORTH #19. A

BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG "A")

ADDENDA = CONTENTS. ITEM 6 - 4940 EASTERN AVE.

RECORDS CONSISTS OF COMPLETE CASE HISTORIES OF ALL PATIENTS ADMITTED TO PSYCHOPATHIC DIVISION OF BALTIMORE CITY HOSPITALS WHO HAVE BEEN DISCHARGED, TRANSFERRED OR DIED. DURING PERIOD COVERED BY YEARS 1930 TO 1933 INCL.

FOLLOWING IS A SUMMARY OF VARIOUS RECORDS & CHARTS WHICH COMPRISE THE HISTORY.

TOP SHEET OR ADMISSION RECORD SHOWS - ADMISSION NO. NAME AND CASE NO. OF PATIENT, NAME AND ADDRESS OF GUARDIAN, RELATIVES OR FRIENDS, DATE ADMITTED TO HOSPITAL, DIAGNOSIS, SEX, COLOR, AGE, AGE AT FIRST ATTACK, CIVIL STATUS, EDUCATION, RELIGION, BIRTHPLACE, OCCUPATION, NAME AND BIRTHPLACE OF FATHER AND MOTHER, NUMBER AND SEX OF CHILDREN, DATE OF BIRTH OF YOUNGEST CHILD, PROBABLE CAUSE OF MENTAL DISEASE, NUMBER OF ADMISSIONS TO HOSPITAL AND DATES ADMITTED, TIME IN HOSPITAL, CAUSE OF DEATH (AUTOPSY) IF PATIENT DIED, NAME OF PHYSICIAN, CONDITION ON ADMISSION TO HOSPITAL, NAME OF PERSON ACCOMPANING PATIENT TO HOSPITAL, AND IF PATIENT WAS DISCHARGED OR WAS TRANSFERRED RECORD SHOWS DATE, WHERE TO AND SIGNED AUTHORITY FOR DISCHARGE OR TRANSFER.

COMMITMENT PAPERS SHOW ADMISSION NO. NAME OF PATIENT, DATE OF ADMISSION, DATE OF COMMITMENT PAPERS, NAME OF NEAREST RELATIVE OR GUARDIAN AND ADDRESS OF SAME, PHYSICAL DEFECTS, SUCH AS DEFORMITIES, INJURIES, MENTAL CONDITION WHETHER RESTLESS, NOISY, DESTRUCTIVE ETC. DATE PRESENT CONDITION BEGAN, WHETHER OR NOT PATIENT IS SUICIDAL, HAS DELUSIONS OR HALLUCINATIONS, PATIENTS FAMILY HISTORY AS TO MENTALITY AND NAME OF DOCTOR MAKING COMMITMENT, ALSO SOME NOTES MADE BY PARTY ACCOMPANING PATIENT.

PHYSICAL EXAMINATION SHOWS ADMISSION NO. NAME AND CASE NO OF PATIENT, GENERAL APPEARANCE AS TO HEIGHT, WEIGHT, HAIR, SKIN, COMPLAINTS AS TO PAINS, HEADACHE, DIZZINESS ETC. CRANIAL NERVES, EYELIDS, PUPILS, MUSCLES, TASTE, THROAT, LARYNX, SPINAL ACCESSORY, TONGUE, REFLEXES, SPINAL CENTERS, GAIT, MOTOR POWER, SPEECH, SENSATION, HEAD, NECK, PULSE, BLOOD PRESSURE, HEART, LUNGS, ABDOMEN, URINARY SYSTEM, NERVOUS SYSTEM, AND SUMMARY OF ALL FINDINGS BY PHYSICIAN.

MENTAL EXAMINATION CONSISTS OF QUESTIONS BY PHYSICIAN AND ANSWERS THERETO BY PATIENT ON VARIOUS SUBJECTS, BY THIS METHOD EXAMINING PHYSICIAN IS ABLE TO FORM AN OPINION RELATIVE TO THE MENTALITY OF PATIENT.

TEMPERATURE CHART SHOWS WARD NO, PATIENTS NAME AND CASE NO, DATE OF CHART, PULSE, RESPIRATION AND TEMPERATURE DEGREES TAKEN AT SPECIFIED TIMES.

SPECIAL CHART SHOWS NAME AND CASE NO. OF PATIENT, DATE OF CHART. WARD NO, TEMPERATURE, RESPIRATION, PULSE, MEDICINES, TREATMENT, DIET, & REMARKS ALSO CHART SHOWING NOTES BY ATTENDANT COVERING NOURISHMENT, SLEEP, EXCRETIONS, OCCUPATION, GENERAL TREATMENT, BEHAVIOR, DISPOSITION, AND SPECIAL SYMPTOMS.

WARD ADMISSION RECORD SHOWS WARD NO. NAME AND CASE NO, OF PATIENT, TIME ADMITTED, TENDENCIES, GENERAL CONDITION, MARKS, SCARS ETC, SKIN, PHYSICAL DISORDERS, WEIGHT, HEIGHT, PULSE ETC. SIGNED BY WARD SUPERVISOR.

BACK OF THIS RECORD SHOWS LIST OF AND CONDITION OF PATIENTS CLOTHING AND VALUABLES AND ALSO SIGNATURE OF WARD SUPERVISOR.

MACK - DILWORTH. # 19 B.

BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG "A"

ADDENDA - ITEM 4. 4940 EASTERN AVE.

1	VOL.	LABELED	BALTIMORE	CITY	HOSPITALS -	PSYCHOPATHIC	HOSPITAL	1-35	JAN. 1, 1930. TO FEB. 20, - 1930.
1	"	"	"	"	"	"	"	36-70	FEB. 20, 1930 TO APL. 10, 1930.
1	"	"	"	"	"	"	"	71-105	APL. 10, 1930 TO APL. 29, 1930.
1	"	"	"	"	"	"	"	106-140	APL. 29, 1930 TO JULY. 8, 1930.
1	"	"	"	"	"	"	"	141-175	JULY 8, 1930 TO SEPT. 15 1930.
1	"	"	"	"	"	"	"	176-210	SEPT. 16, 1930 TO OCT. 21, 1930.
1	"	"	"	"	"	"	"	211-245	OCT. 21, 1930 TO DEC. 16, 1930.
1	"	"	"	"	"	"	"	246-280	DEC. 16, 1930 TO FEB. 16, 1931.
1	"	"	"	"	"	"	"	281-315	FEB. 17, 1931 TO APL. 21, 1931.
1	"	"	"	"	"	"	"	316-350	APL. 21, 1931 TO MAY. 8, 1931.
1	"	"	"	"	"	"	"	351-385	MAY 8, 1931 TO JUNE. 30, 1931.
1	"	"	"	"	"	"	"	386-420	JUNE 30, 1931 TO JUNE 30, 1931.
1	"	"	"	"	"	"	"	421-455	JUNE 30, 1931 TO AUG. 26, 1931.
1	"	"	"	"	"	"	"	456-490	AUG. 26, 1931 TO SEPT. 25, 1931.
1	"	"	"	"	"	"	"	491-525	SEPT. 26, 1931 TO NOV. 19, 1931.
1	"	"	"	"	"	"	"	526-560	NOV. 19, 1931 TO JAN. 14, 1932.
1	"	"	"	"	"	"	"	561-595	JAN. 14, 1932 TO JAN. 27, 1932.
1	"	"	"	"	"	"	"	596-630	JAN 1, 1932 TO MAR 9, 1932
1	"	"	"	"	"	"	"	631-665	MAR. 9, 1932 TO APR. 26, 1932.
1	"	"	"	"	"	"	"	666-700	APL. 26, 1932 TO JULY. 7, 1932.
1	"	"	CITY	HOSPITALS	PSYCHOPATHIC	HISTORIES		701-735	- 1932.
1	"	"	"	"	"	"		736-770	- 1932.
1	"	"	"	"	"	"		771-805	- 1932.
1	"	"	"	"	"	"		806-840	- 1932.
1	"	"	"	"	"	"		841-875	- 1932.
1	"	"	"	"	"	"		876-910	- 1932.
1	"	"	BALTIMORE	CITY	HOSPITALS	PSYCHOPATHIC	HOSPITAL	911-945	JAN. 27, 1933 TO MAR. 3, 1933
1	"	"	"	"	"	"	"	946-980	MAR. 3, 1933 TO MAY. 5, 1933.
1	"	"	"	"	"	"	"	981-1015	MAY. 5, 1933 TO JULY. 7, 1933.
1	"	"	"	"	"	"	"	1016-1050	JULY. 7, 1933 TO JULY 7, 1933.
1	"	"	"	"	"	"	"	1051-1085	JULY. 7, 1933 TO AUG 6, 1933.
1	"	"	"	"	"	"	"	1086-1120	AUG. 6, 1933 TO OCT. 6, 1933.
1	"	"	"	"	"	"	"	1121-1144	OCT. 6, 1933 TO DEC. 28, 1933
1	"	"	"	"	"	"	"	1145-1168	DEC. 23, 1933 TO DEC. 28, 1933.

Mack-Dilworth - March 4, 1940 No. 20
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Psychopathic Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Daily Division Food Orders"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates March 4, 1939. — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Box containing 425 Food Orders.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of Daily Food Orders Made Out by Supervisor of Nurses, (Woman's Department) for Meals From Diet Kitchen, Which Includes All Meals for the Day Covered by the Order. Order Shows Division Number, Date, Number of Patients, Number of Helpers and Total Meals Required. Orders Also Shows Classification of Meals as Follows Regular Diet, Soft Diet, Light Diet, Liquid Diet and Special Diet. Also Itemized List and Quantity of Special Orders.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Records are Destroyed Yearly and No Previous Records are on File. See Serial No. 21 for Men's Department Orders. Also See Copy of Order Blank Attached.

7. Arrangement Chrono. by Date of Order.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Box 5"x6"x12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On Table in Office of Supervisor of Nurses, 1st. Floor Psychopathic Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

BCH 42

MDB 8047

BALTIMORE CITY HOSPITALS #20

DAILY DIVISION FOOD ORDER

Division ..... Date .....

Number of Patients .....

Number of Helpers .....

Total .....

Regular Diet ..... Soft Diet .....

Light " ..... Liquid " .....

Special " .....

.....

ITEM	QUANTITY
Bread	
Butter	
Buttermilk	
Coffee	
Eggs	
Eggs (Raw)	
Lemon Juice	
Milk	
Orange Juice	
Salt	
Sugar	
Tomato Juice	

.....

SUPV. NURSE

Mack-Dilworth - March 4, 1940. No. 21
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Psychopathic Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Daily Division Food Order"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 4, 1939 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing Approx. 425 Food Orders.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of Daily Food Orders Made by Supervisor of Men's Department for Meals From Diet Kitchen. Which Includes All Meals for the Day Covered by the Order. Order Shows Division Number, Date, Number of Patients, Number of Helpers and Total Meals Required. Order Also Shows Classification of Meals as Follows, Regular Diet, Soft Diet,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Light Diet, Liquid Diet and Special Diet. Also Itemized List and Quantity of Special Orders. Old Records are Destroyed Yearly. No Previous Records on File. See Serial No. 20 for Women's Dept. Order and Copy of Order.

7. Arrangement Chrono. by Date of Order
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Printed Form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Drawer 4"x8"x12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Desk in Supervisor of Men's Dept. Office 2nd Floor Psychopathic Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH 3-1-1940 22
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE
(Name of building, room number, street address)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1, 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOX CONTAINING 27 REQUISITIONS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
RECORDS ARE DESTROYED YEARLY

6. Contents CONSISTS OF REQUISITION MADE BY SUPERVISOR OF NURSES (WOMANS DEPT) FOR SUPPLIES REQUIRED. THIS REQUISITION IS MADE SEMI MONTHLY AND SHOWS, DATE, NAME OF DIVISION, REQUISITION NO., QUANTITY DISCRIPTION, STOCK NO, ORDER NO, COST ACCOUNT, NAME OF PARTY MAKING REQUISITION, NAME OF PARTY RECEIVING
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued REQUISITION, AND NAME OF PARTY APPROVING REQUISITION.
SEE SERIAL # 23 FOR MEN'S DEPT. REQUISITION AND COPY OF FORM.

7. Arrangement CHRONO. BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDWT. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOX. 5" X 6" X 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON TABLE IN OFFICE OF SUPERVISOR OF NURSES 1ST FLOOR PSYCHOPATHIC DIVISION
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK- DILWORTH 3-1-1940. 23.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (PSYCHOPATHIC DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title "STORES REQUISITION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1 1939 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER CONTAINING 27 REQUISITIONS,
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

RECORDS ARE DESTROYED YEARLY

6. Contents CONSISTS OF REQUISITION MADE BY SUPERVISOR OF MEN'S DEPT ON GENERAL STORE ROOM FOR REQUIRED SUPPLES, REQUISITIONS ARE MADE SEMI-MONTHLY AND SHOWS NAME OF DEPT, DATE OF REQUISITION, NO. OF REQUISITION, QUANTITY, DISCRIPTION, STOCK NO, ORDER NO, COST ACCOUNT, NAME OF PARTY MAKING REQUISITION, NAME OF PARTY
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued RECEIVING SAME AND NAME OF PARTY APPROVING REQUISITION.
SEE ATT'D FORM FOR VERIFICATION.
SEE SERIAL # 22 FOR WOMANS DEP'T REQUISITION.

7. Arrangement CHRONO. BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indoxing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdwr. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 DRAWER 6" x 8" x 12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN DESK IN OFFICE ON MEN'S DEP'T. SUPERVISOR. 2d. FLOOR PSYCHOPATHIC DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

#23

FORM 52
MDB 8256L

BALTIMORE CITY HOSPITAL

STORES REQUISITION

DEPARTMENT DATE

DIVISION REQ. NO.

QUANTITY		DESCRIPTION		STOCK NO.	ORDER NUMBER	COST ACCOUNT

1	ORDERED BY	RECEIVED BY	APPROVED

MACK-DIEWORTH INDEX ENVELOPE NO 82D

BALTIMORE CITY HOSPITAL-BASEMENT RECORD ROOM BLDG A

4940 EASTERN AVE 82

DATE OF REPORT	SERIAL NO	TITLE	DATE OF RECORD
3-5-40	1	"CASE HISTORIES" (TUBERCULOSIS) JAN. 1, 1904, TO	AUG. 20 1910 INCL
3-6-40	2	"CASE HISTORIES" (TUBERCULOSIS) 1909 TO JUNE 2,	1924 INCL
3-7-40	3	"CASE HISTORIES" (TUBERCULOSIS) JUNE 19, 1924 TO DEC 31,	1933 INCL
3-7-40	4	"CASE HISTORIES" (TUBERCULOSIS DIVISION) 1909 TO AUG 18,	1922 INCL
3-7-40	5	(BED SIDE AND SPECIAL CHARTS) (TUBERCULOSIS DIVISION) 1911 TO	1915 INCL
3-11-40	6	"CASE HISTORIES" (TUBERCULOSIS) DEC. 12	1933---
1-11-40	7	"CASE HISTORIES" (TUBERCULOSIS)	1934---
1-11-40	8	(X-RAY REQUESTS) JAN. 1,	1939.
1-11-40	9	(X-RAY INDEX FILE)	1924---
3-11-40	10	(CASE HISTORIES INDEX FILE)	1934---
3-12-40	11	(CASE HISTORY INDEX FILE)	1924---
3-12-40	12	(X-RAY FILMS)	1924---
3-12-40	13	(DISEASE CLASSIFICATION CARD) 1922 TO	1935 INCL
3-13-40	14	(CASE HISTORY INDEX FILE) 1929 TO	1926 INCL
3-13-40	15	"DIVISION CARDS" (WARD C3) SEPT.	1938---
3-13-40	16	"PATIENTS CLOTHING AND VALUABLE LIST" (WARD C3) SEPT.	1938---
3-13-40	17	"DIVISION CARD" - (WARD C4) NOV.	1936---
3-13-40	18	"PATIENT'S CLOTHING AND VALUABLES LIST." (WARD C4)	1936---
3-16-40	19	"DIVISION CARD" (WARD C.1) AUG.	1933---
3-16-40	20	"PATIENTS CLOTHING AND VALUABLE LIST" (WARD C.1.) AUG.	1933---
3-16-40	21	"DIVISION CARD" (WARD C-2.) OCT.	1938---
3-16-40	22	"PATIENTS CLOTHING AND VALUABLE LIST." (WARD C-2) OCT.	1938---
3-16-40	23	"DIVISION CARDS" (WARD C-5) JAN. 1,	1938---
3-16-40	24	"PATIENTS CLOTHING AND VALUABLES LIST" (WARD C-5) JAN. 1	1938---
3-16-40	25	"NURSES ORDER BOOK"	1939---
3-16-40	26	(BED SIDE ORDER CHART)	1938---
3-16-40	27	(BED SIDE TEMPERATURE CHARTS)	1938---
4-3-40	28	"STORES REQUISITION" JAN. 1,	1939---

MACK-DILWORTH - 3-5-1940. No. 1
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Basement Record Room Bldg. A.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Case Histories" (Tuberculosis)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 1, 1904 To Aug. 20, 1910 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 Bound Volumes Averaging 20 Histories Each.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Case Histories of Patients Who Have Died or Have Been Discharged From Hospital During The Period As Per Dates Shown Above. The Method of Filing These Histories As Shown in The Arrangement Was Discontinued As of Aug. 1910 and New Method of Filing Was Instituted
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued At That Time. See Serial No. 2 For New Filing Arrangement. See Addenda For Discription of The Various Forms Used To Compile These Histories and Full Details As To Contents.

7. Arrangement Alphabetically By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 11 Vols. 12"x9"x2" Each - 2 Vols. 12"x9"x4" Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities On Shelves By South Wall Basement
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) Record Room Bldg. A.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 1.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM 6 4940 Eastern Ave. Contents.

Patients Histories are Composed of the Following Forms. - Admission Record - Showing Name of Patient, Date of Admission, Age, Martial Status, Sex, Color Weight, Birthplace, Address, Number of Years in Baltimore, Number of Residences Lived in in the Past Two Years and Time Lived in Each Place, Religion, Work Done Prior To Sickness, Wages Per Week, Hours Worked Weekly, Date of Change of Work Due To Sickness, Dates Patient Become Partially and Totally Unable To Work Due to Tuberculosis, Means of Support Prior To Admission To Hospital, Number in Patients Immediate Family and Their Means of Support, Length of Time Patient Has Known Himself To Have Tuberculosis By Whom Diagnosed, By Whom Advised To Come To the Hospital, Date Patient Reported To Health Department and Visiting Nurse. Also Shows Family History of Patient Giving Number of Brothers and Sisters and Children Alive or Dead, Showing Past Illness and Diseases, [redacted] Cause of Death and Whether or Not Tuberculosis Was a Factor. Also Shows Past History of Patient Showing Past Illness and Diseases Other than Tuberculosis Suffered by Patient Giving Dates and Whether or Not Patient Uses Tobacco or Alcohol and Amount. Also Shows Present History of Patients Illness Showing Approx. Time Illness Began and What Treatment if Any Taken, Character of Cough and Sputum, Number and Dates of Haemoraghes, Whether or Not Patient Has Pains in Chest, Hoarseness, Chills, Fevers or Sweats. Physicial Examanition Shows Name of Patient, Date of Examination, Weight, Condition of Reflexes, Pupils, Pulse, Heart, Sputum and Lungs. Complaints as To Apetite Loss of Weight and Various Other Complaints. Habits as To Alcohol Tobacco etc. and Complete Examination Diagnosis by Physician. This Record Also Shows Date of Death and Discharge

Bed Side Chart Shows Name and Age of Patient, Ward Number Bed Number Condition of Bowels and Urine, Pulse, Respiration and Temperature At Stated Times. Also Contains Diet and Medicine List Showing Doctors Perscription For Medicine and Patients Diet.

Also Shows Weight From Time To Time.

MACK - DILWORTH. #1.

BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM) T.B. DIVISION.

ADDENDA ITEM 4 4940 EASTERN AVE

1	VOLUME LABELED	CITY HOSPITALS TUBERCULOSIS HISTORIES	JAN. 4, 1904 — SEPT. 18, 1908.
1	" "	" " " "	SEPT. 13, 1904 — AUG. 20, 1908.
1	" "	BAY VIEW HOSPITALS MEDICAL HISTORIES	AUG. 3, 1908 — OCT. 27, 1908.
1	" "	" " " " "	FEB. 1, 1909 — MAR. 16, 1909.
1	" "	" " " " "	APL. 17, 1909 — JUNE 2, 1909
1	" "	" " " " "	MAY. 31, 1909 — JULY. 16, 1909.
1	" "	" " " " "	JULY. 16, 1909 — AUG. 24, 1909.
1	" "	" " " " "	AUG. 26, 1909 — OCT. 9, 1909.
1	" "	" " " " "	OCT. 11, 1909 — NOV. 20, 1909.
1	" "	" " " " "	FEB. 7, 1910 — MAR. 14, 1910.
1	" "	" " " " "	MCH. 12, 1910 — JUNE 20, 1910
1	" "	" " " " "	MAY. 18, 1910 — JUNE 21, 1910.
1	" "	" " " " "	JUNE 20, 1910 — AUG. 20, 1910

Mack-Dilworth - March 6, 1940. No. 2.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Basement Record Room Bldg. A
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Case Histories" (Tuberculosis.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1909 To June 2, 1924 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 149 Bound Volumes Containing 5900 Histories.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records There Are 500 Histories Missing in This File and Some Are Covered By Serial No. 4.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Case Histories of Patients Who Have Died or Have Been Discharged During The Periods As Shown By Dates Above. This is a Continuation of Records Shown On Serial No. 1 and Are Practically The Same As Those Records Except That These Records Are Arranged and Filed Chrono. By Date of Admission and Num. By Case No. Said No. Being Given To Case Upon Admittance To Hospital, Where As Previous Records Were Arranged and Filed Alpha. By Name of Patient. Relative To Missing Records in This Serial
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

These Are Histories of Cases That Were Still Active At The Time Records Were Filed and Were Filed Seperately Upon Termination of Case. These Particular

6. Contents--continued Records Are Covered By Serial No. 4 See Serial Nos. 3 and 4 For Continuation of These Records. See Addenda For Discription of The Various Forms Used in The Make Up of These Histories and Full Details As To Contents.

7. Arrangement Chrono. By Date of Admission Num. By Case Number.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serial No. 14 For Seperate Index.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 60 Bound Volumes 12"x9"x3" Each - 30 Volumes 12"x9"x3" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
35 " " 12"x9"x4" " 24 " 12x9x5 "

11. Location by dates and quantities On Shelves By South Wall in Basement
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
Record Room Bldg. A.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 2.

Baltimore City Hospital - Basement Record Room Bldg. A.

Addenda ITEM 6 4940 Eastern Ave. Contents.

Patient's Histories are Composed of the Following Forms —

Admission Record Shows Ward No., Name and Address of Patient, Occupation, Date Admitted, Date Discharged or Died, Case Number, Martial Status, Color, Nativity, Religion and Diagnosis of Case. Also Shows Whether or Not Patient was in Hospital Before and How Many Times and Dates.

Physical Examination Shows Condition of Head as to Hair and ~~Information~~ Conformation, Ears As to Mastoids or Discharges, Eyes As To Pupils, Nose As To Obstruction and Breathing, Mouth and [redacted] Throat As To Teeth Tongue etc. Neck As To Pulsations and Glands, Chest as To Type, Depressions and Movements, Heart as To Murmurs, Palpitations, Beats, Regularity Etc, Pulse as To Volume Etc, Abdomen As To Liver, Spleen Etc. Also Consists of Diagnosis of Physician.

Laboratory Chart Shows Name of Patient, Date, Condition of Urine as To Characteristics, Specific Gravity, Reactions, Sugar, Albomen, Sediment Etc. Also Microscopial Examination and Remarks. Also Condition of Sputum, Stomach and Stool and Diagnosis of Same

Bed Side Charts Shows Patients Name, Date and Number of Ward, Condition and Movement of Bowels and Urine, Temperature, Pulse, Respiration at Various Stated Times and Remarks.

Special Chart Shows Patient's Name, Date and No. of Ward. This Chart is a Diet and Medicine List Showing the Medicine To be Given and What Food Patient is Allowed, Kind of Treatment To be Given and Remarks.

There is Also an Abstract of Case in these Records Which Covers the Whole History Briefly. This Abstract Shows Patient's Name and Case No. Complaint as To Pains, Family History Showing Number of Brothers, Sisters and Children Alive or Dead, Age of Parents if Alive and Age of Parents When Died and Whether or Not Tuberculosis Was a Factor. Also Shows Habits as To Use of Alcohol, Tobacco Etc, Approx. Date Patient became Ill From Tuberculosis, Chacactor of Sputum, and Whether or Not Patient is Subject To Night Chills or Sweats, Condition of Nerves, Joints and Special Senses. Also Various Progress Notes Made From Time To Time and Remarks.

MACK – DILWORTH. #2

BALTIMORE CITY HOSPITALS – BASEMENT RECORD ROOM BLDG. A.

ADDENDA, ITEM 4. 4940 EASTERN AVE.

1	VOL. LABELED		CITY HOSPITALS – TUBERCULOSIS HISTORIES				1-4-09 To 2-1-09.	No. 1 – 50
1	"	"	"	"	"	"	3-17-09 To 4-17-09.	" 100 – 150
1	"	"	"	"	"	"	11-19-09 To 12-28-09.	" 400 – 450
1	"	"	"	"	"	"	12-31-09 To 2-4-10	" 451 – 499
1	"	"	"	"	"	"	4-16-10 To 5-19-10	" 600 – 650
1	"	"	"	"	"	"		" 751 – 795
1	"	"	"	"	"	"	8-20-10 To 10-3-10	" 800 – 850
1	"	"	"	"	"	"	10-6-10 To 11-10-10	" 851 – 899
1	"	"	"	"	"	"	11-9-10 To 12-21-10	" 901 – 950
1	"	"	"	"	"	"	12-22-10 To 2-16-11	" 951 – 1000
1	"	"	"	"	"	"	2-16-11 To 4-4-11	" 1001 – 1050
1	"	"	"	"	"	"	4-6-11 To 5-10-11	" 1051 – 1100
1	"	"	"	"	"	"		" 1101 – 1150
1	"	"	"	"	"	"		" 1151 – 1200
1	"	"	"	"	"	"		" 1201 – 1250
1	"	"	"	"	"	"		" 1251 – 1300
1	"	"	"	"	"	"		" 1301 – 1350
1	"	"	"	"	"	"		" 1351 – 1400
1	"	"	"	"	"	"		" 1401 – 1450
1	"	"	"	"	"	"		" 1451 – 1497
1	"	"	"	"	"	"		" 1501 – 1549
1	"	"	"	"	"	"		" 1550 – 1599
1	"	"	"	"	"	"		" 1600 – 1649
1	"	"	"	"	"	"		" 1650 – 1672
1	"	"	"	"	"	"		" 1673 – 1699
1	"	"	"	"	"	"		" 1700 – 1725
1	"	"	"	"	"	"		" 1726 – 1750
1	"	"	"	"	"	"		" 1751 – 1775
1	"	"	"	"	"	"		" 1776 – 1800
1	"	"	"	"	"	"		" 1801 – 1832
1	"	"	"	"	"	"		" 1833 – 1861
1	"	"	"	"	"	"		" 1862 – 1898
1	"	"	"	"	"	"		" 1900 – 1925
1	"	"	"	"	"	"		" 1926 – 1950
1	"	"	"	"	"	"		" 1951 – 1975
1	"	"	"	"	"	"		" 1976 – 1999
1	"	"	"	"	"	"		" 2000 – 2004
1	"	"	"	"	"	"		" 2005 – 2052
1	"	"	"	"	"	"		" 2053 – 2076
1	"	"	"	"	"	"		" 2077 – 2099
1	"	"	"	"	"	"		" 2100 – 2127
1	"	"	"	"	"	"		" 2128 – 2151
1	"	"	"	"	"	"		" 2152 – 2172
1	"	"	"	"	"	"		" 2173 – 2199
1	"	"	"	"	"	"		" 2200 – 2224
1	"	"	"	"	"	"		" 2225 – 2250

MACK – DILWORTH. #2

BALTIMORE CITY HOSPITALS – BASEMENT RECORD ROOM BLDG A.

ADDENDA ITEM 4 4940 EASTERN AVE.

1	VOL	LABELED	CITY HOSPITALS	TUBERCULOSIS	HOSPITAL		NO. 2251 – 2274
1	"	"	"	"	"	"	" 2275 – 2299
1	"	"	"	"	"	"	" 2300 – 2336
1	"	"	"	"	"	"	" 2337 – 2375
1	"	"	"	"	"	"	" 2376 – 2399
1	"	"	"	"	"	"	" 2400 – 2424
1	"	"	"	"	"	"	" 2425 – 2449
1	"	"	"	"	"	"	" 2450 – 2474
1	"	"	"	"	"	"	" 2475 – 2499
1	"	"	"	"	"	"	" 2500 – 2533
1	"	"	"	"	"	"	" 2534 – 2567
1	"	"	"	"	"	"	" 2568 – 2599
1	"	"	"	"	"	"	" 2600 – 2639
1	"	"	"	"	"	"	" 2640 – 2673
1	"	"	"	"	"	"	" 2674 – 2699
1	"	"	"	"	"	"	" 2700 – 2722
1	"	"	"	"	"	"	" 2723 – 2749
1	"	"	"	"	"	"	" 2752 – 2799
1	"	"	"	"	"	"	" 2800 – 2834
1	"	"	"	"	"	"	" 2835 – 2869
1	"	"	"	"	"	"	" 2870 – 2899
1	"	"	"	"	"	"	" 2900 – 2930
1	"	"	"	"	"	"	" 2931 – 2964
1	"	"	"	"	"	"	" 2965 – 2999
1	"	"	"	"	"	"	" 3000 – 3029
1	"	"	"	"	"	"	" 3030 – 3064
1	"	"	"	"	"	"	" 3065 – 3099
1	"	"	"	"	"	"	" 3100 – 3135
1	"	"	"	"	"	"	" 3136 – 3164
1	"	"	"	"	"	"	" 3165 – 3199
1	"	"	"	"	"	"	" 3200 – 3239
1	"	"	"	"	"	"	" 3240 – 3269
1	"	"	"	"	"	"	" 3270 – 3299
1	"	"	"	"	"	"	" 3301 – 3334
1	"	"	"	"	"	"	" 3335 – 3364
1	"	"	"	"	"	"	" 3365 – 3399
1	"	"	"	"	"	"	" 3400 – 3430
1	"	"	"	"	"	"	" 3431 – 3452
1	"	"	"	"	"	"	" 3454 – 3499
1	"	"	"	"	"	"	" 3500 – 3535

MACK - DILWORTH. 2[3]

BALTIMORE CITY HOSPITALS - BASEMENT RECORD ROOM BLDG A

ADDENDA. ITEM 4 4940 EASTERN AVE.

1	VOL. LABELED	CITY HOSPITALS - TUBERCULOSIS HISTORIES		3536 - 3566
1	" "	" " " "		3567 - 3599
1	" "	" " " "		3600 - 3632
1	" "	" " " "		3633 - 3666
1	" "	" " " "		3667 - 3699
1	" "	" " " "		3700 - 3735
1	" "	" " " "		3736 - 3765
1	" "	" " " "		3766 - 3799
1	" "	" " " "		3800 - 3828
1	" "	" " " "		3829 - 3861
1	" "	" " " "		3862 - 3899
1	" "	" " " "		3900 - 3934
1	" "	" " " "		3935 - 3964
1	" "	" " " "		3965 - 3999
1	" "	" " " "		4000 - 4051
1	" "	" " " "		4051 - 4099
1	" "	" " " "		4100 - 4150
1	" "	" " " "		4151 - 4199
1	" "	" " " "		4200 - 4234
1	" "	" " " "		4235 - 4264
1	" "	" " " "		4265 - 4299
1	" "	" " " "		4300 - 4350
1	" "	" " " "		4351 - 4399
1	" "	" " " "		4400 - 4450
1	" "	" " " "		4451 - 4499
1	" "	" " " "		4500 - 4550
1	" "	" " " "		4551 - 4599
1	" "	" " " "		4600 - 4649
1	" "	" " " "		4650 - 4699
1	" "	" " " "		4700 - 4749
1	" "	" " " "		4750 - 4799
1	" "	" " " "		4800 - 4849
1	" "	" " " "		4850 - 4899
1	" "	" " " "		4900 - 4949
1	" "	" " " "		4950 - 4999
1	" "	MUNICIPAL TUBERCULOSIS HOSPITAL HISTORIES	8-9-19 To 10-15-19 -	5000 - 5049
1	" "	" " " "	10-16-19 To 1-21-20	5050 - 5099
1	" "	" " " "	1-22-20 To 3-18-20	5100 - 5149
1	" "	" " " "	3-18-20 To 5-28-20	5150 - 5199
1	" "	" " " "	5-29-20 To 8-20-20	5200 - 5249
1	" "	" " " "	8-21-20 To 11-6-20	5250 - 5299
1	" "	" " " "	11-6-20 To 1-15-21	5300 - 5349
1	" "	" " " "	1-15-21 To 3-3-21	5350 - 5399
1	" "			
1	" "			
1	" "			

MACK – DILWORTH 2#

BALTIMORE CITY HOSPITAL – BASEMENT RECORD ROOM BLDG A.

ADDENDA ITEM 4

1	VOL. LABELED		CITY	HOSPITALS	MEDICAL	HISTORIES	1921	5400 – 5449
1	"	"	"	"	"	"	1921	5450 – 5499
1	"	"	"	"	"	"	1921	5500 – 5549
1	"	"	"	"	"	"	1921	5550 – 5599
1	"	"	"	"	"	"	1921	5600 – 5649
1	"	"	"	"	"	"	1921-1922	5650 – 5699
1	"	"	"	"	"	"	1922	5700 – 5749
1	"	"	"	"	"	"	1922	5750 – 5799
1	"	"	"	"	"	"	1922	5800 – 5849
1	"	"	"	"	"	"	1922	5850 – 5899
1	"	"	"	"	"	"	1922-1923	5900 – 5949
1	"	"	"	"	"	"	1922-1923	5950 – 5999
1	"	"	"	"	"	"	1923	6000 – 6049
1	"	"	"	"	"	"	1923	6050 – 6099
1	"	"	"	"	"	"	1923	6100 – 6149
1	"	"	"	"	"	"	1923	6150 – 6199
1	"	"	"	"	"	"	1923	6200 – 6249
1	"	"	"	"	"	"	1923-1924	6250 – 6299
1	"	"	"	"	"	"	1924	6300 – 6349
1	"	"	"	"	"	"	1924	6350 – 6399

Mack - Dilworth - March 7, 1940. No. 3.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Basement Record Room Bldg. A
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Case Histories" - Tuberculosis
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates June 19, 1924 To Dec. 31, 1933 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 114 Bound Volumns Containing 3900 Histories.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Addenda For Contents.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Chrono. By Date of Discharge Num. By Case No.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serial No. 11 For Separate Index.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 Volumns 12"x9"x2" Each 40 Volumns 12"x9"x3" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
14 Volumns 12"x9"x4" Each 40 Volumns 12"x9"x5" Each
6 Volumns 12"x9"x6" Each

11. Location by dates and quantities On Shelves By South Wall Basement Record Room Bldg. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
See Serial No. 6 For Continuation of Histories.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth No 3

Baltimore City Hospital-Basement Record Room Bldg. A.

Addenda 4940 Eastern Ave. Item 6

Records Consist of Case Histories of Patients Who Have Died or Have Been Discharged During the Period as Shown by Dates Above. This is a Continuation of Records Shown on Serial Nos. 1 and 2. and are Exactly the Same Form of Record as Shown on Serial No. 2 The Only Difference Between This Serial and Serial No. 2 is a Change Made in Filing Arrangement and the Case Numbers

In the Records Herein Discribed the Patient Was Given a Case Number Starting with No. 8000 On Date of Discharge or Termination of Case. Whereas in Serial No. 2 Patient Was Given A Case Number Upon Admittance To Hospital.

While All Patients Were Given a Case Number Upon Admission To Hospital Starting in 1909 and Continuing Until Dec. 31, 1933. The Filing Arrangement Was Changed in June 1924 and All Case Numbers Were Disregarded From That Date On and New Number Substituted Starting With Case No. 6400 Patients Were Given a New Case No. Upon Termination or Discharge Instead of Admission. This Case Number Started With No. 8000 and Runs Consequetively Up To and Including Dec. 31, 1933. See Serial No. 2 For Full Description of Contents.

MACK - DILWORTH

No. 3 1

BALTIMORE CITY HOSPITAL - BASEMENT RECORD ROOM BLDG A.

ADDENDA. ITEM 4 4940 EASTERN AVE.

1	VOL. LABELED	CITY HOSPITAL MEDICAL HISTORIES	1924	8000 - 8049
1	" "	" " " "	1924-1925	8050 - 8099
1	" "	" " " "	1925	8100 - 8149
1	" "	" " " "	1925	8150 - 8199
1	" "	" " " "	1924-1925	8200 - 8249
1	" "	" " " "	1926	8250 - 8299
1	" "	" " " "	1925	8300 - 8349
1	" "	" " " "	1925	8350 - 8399
1	" "	" " " "	1925-1926	8400 - 8449
1	" "	" " " "	1926	8450 - 8499
1	" "	" " " "	1926	8500 - 8549
1	" "	" " " "	1926	8550 - 8599
1	" "	" " " "	1926	8600 - 8649
1	" "	" " " "	1926	8650 - 8699
1	" "	CITY HOSPITALS - MEDICAL HISTORIES TUBERCULOSIS HISTORIES		8700 - 8749
1	" "	" " " " " "		8750 - 8799
1	" "	" " " " " "		8800 - 8849
1	" "	" " " " " "		8850 - 8899
1	" "	" " " " " "		8900 - 8949
1	" "	" " " " " "		8950 - 8999
1	" "	" " " " " "		9000 - 9049
1	" "	" " " " " "		9050 - 9099
1	" "	" " " " " "		9100 - 9149
1	" "	" " " " " "		9150 - 9199
1	" "	" " " " " "		9200 - 9249
1	" "	" " " " " "		9250 - 9299
1	" "	" " " " " "		9300 - 9349
1	" "	" " " " " "		9350 - 9399
1	" "	" " " " " "		9400 - 9449
1	" "	" " " " " "		9450 - 9499
1	" "	" " " " " "		9500 - 9549
1	" "	" " " " " "		9550 - 9599
1	" "	" " " " " "		9600 - 9649
1	" "	" " " " " "		9650 - 9699
1	" "	" " " " " "		9700 - 9749
1	" "	" " " " " "		9750 - 9799
1	" "	" " " " " "		9800 - 9849
1	" "	" " " " " "		9850 - 9899
1	" "	" " " " " "		9899 - 9949
1	" "	" " " " " "		9950 - 9999
1	" "	CITY HOSPITALS MEDICAL HISTORIES		10000 - 10024
1	" "	" " " "		10025 - 10049
1	" "	" " " "		10050 - 10074
1	" "	" " " "		10075 - 10099
1	" "	" " " "		10100 - 10124
1	" "	" " " "		10125 - 10149
1	" "	" " " "		10150 - 10174
1	" "	CITY HOSPITALS MEDICAL HISTORIES TUBERCULOSIS HISTORIES		10175 - 10199
1	" "	" " " " " "		10200 - 10224
1	" "	" " " " " "		10225 - 10249
1	" "	" " " " " "		10250 - 10274

MACK- DILWORTH

BALTIMORE CITY HOSPITAL - BASEMENT RECORD ROOM BLDG A.

ADDENDA ITEM 4 4940 EASTERN AVE.

1	VOL.	LABELED	CITY HOSPITALS - MEDICAL HISTORIES - TUBERCULOSIS HISTORIES						10275 - 10299
1	"	"	"	"	"	"	"	"	10300 - 10324
1	"	"	"	"	"	"	"	"	10325 - 10349
1	"	"	"	"	"	"	"	"	10350 - 10374
1	"	"	"	"	"	"	"	"	10375 - 10389
1	"	"	"	"	"	"	"	"	10400 - 10424
1	"	"	"	"	"	"	"	"	10425 - 10449
1	"	"	"	"	"	"	"	"	10450 - 10474
1	"	"	"	"	"	"	"	"	10475 - 10499
1	"	"	"	"	"	"	"	"	10500 - 10524
1	"	"	"	"	"	"	"	"	10525 - 10549
1	"	"	"	"	"	"	"	"	10550 - 10574
1	"	"	"	"	"	"	"	"	10575 - 10599
1	"	"	"	"	"	"	"	"	10600 - 10624
1	"	"	"	"	"	"	"	"	10625 - 10649
1	"	"	"	"	"	"	"	"	10650 - 10674
1	"	"	"	"	"	"	"	"	10675 - 10699
1	"	"	"	"	"	"	1931		10700 - 10724
1	"	"	"	"	"	"	1930-1931		10725 - 10749
1	"	"	"	"	"	"	1931		10750 - 10774
1	"	"	"	"	"	"	1931		10775 - 10799
1	"	"	"	"	"	"	1930		10800 - 10824
1	"	"	"	"	"	"	1931		10825 - 10849
1	"	"	"	"	"	"	1931		10850 - 10874
1	"	"	"	"	"	"	1931		10875 - 10899
1	"	"	"	"	"	"	1931		10900 - 10924
1	"	"	"	"	"	"	1931		10924 - 10949
1	"	"	"	"	"	"	1931		10950 - 10974
1	"	"	"	"	"	"	1931		10974 - 10999
1	"	"	"	"	"	"	1931		11000 - 11024
1	"	"	"	"	"	"	1931		11025 - 11049
1	"	"	"	"	"	"	1931		11050 - 11074
1	"	"	"	"	"	"	1931		11075 - 11099
1	"	"	"	"	"	"	1931-1932		11100 - 11124
1	"	"	"	"	"	"	1932		11125 - 11149
1	"	"	"	"	"	"	1932		11150 - 11174
1	"	"	"	"	"	"	1932		11175 - 11199
1	"	"	"	"	"	"	1932		11200 - 11224
1	"	"	"	"	"	"	1932		11225 - 11249
1	"	"	"	"	"	"	1932		11250 - 11274
1	"	"	"	"	"	"	1932		11275 - 11299

MACK – DILWORTH

BALTIMORE CITY HOSPITAL – BASEMENT RECORD ROOM BLDG A.

ADDENDA. ITEM 4 4940 EASTERN AVE.

1	VOL.	LABELED	CITY	HOSPITALS	TUBERCULOSIS	HISTORIES	1932	11300 – 11324
1	"	"	"	"	"	"	1932	11325 – 11349
1	"	"	"	"	"	"	1932	11350 – 11374
1	"	"	"	"	"	"	1932	11375 – 11399
1	"	"	"	"	"	"	1932	11400 – 11424
1	"	"	"	"	"	"	1932	11425 – 11449
1	"	"	"	"	"	"	1932	11450 – 11474
1	"	"	"	"	"	"	1932	11475 – 11499
1	"	"	"	"	"	"	1933	11500 – 11524
1	"	"	"	"	"	"	1933	11525 – 11599
1	"	"	"	"	"	"	1933	11550 – 11574
1	"	"	"	"	"	"	1933	11575 – 11599
1	"	"	"	"	"	"	1933	11600 – 11624
1	"	"	"	"	"	"	1933	11625 – 11649
1	"	"	"	"	"	"	1933	11650 – 11674
1	"	"	"	"	"	"	1933	11675 – 11699
1	"	"	"	"	"	"	1933	11700 – 11724
1	"	"	"	"	"	"	1933	11725 – 11749
1	"	"	"	"	"	"	1933	11750 – 11774
1	"	"	"	"	"	"	1933	11775 – 11799
1	"	"	"	"	"	"	1933	11800 – 11824
1	"	"	"	"	"	"	1933	11825 – 11849
1	"	"	"	"	"	"	1933	11850 – 11874
1	"	"	"	"	"	"	1933	11875 – 11903

MACK-DILWORTH 3.-7.-1940. 4
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG A.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE
(Name of building, room number, street address)

1. Title "CASE HISTORIES" (TUBERCULOSIS DIVISION)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1909 TO AUG. 18, 1922 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 19 BOUND VOLUMES CONTAINING TOTAL OF 500 HISTORIES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF PERSONAL HISTORIES OF PATIENTS WHO HAVE DIED OR HAVE BEEN DISCHARGED DURING THE PERIOD AS SHOWN IN ITEM 2. THIS IS EXACTLY THE SAME FORM OF RECORD AS SHOWN ON SERIAL NO. 2. AND ARE THE HISTORIES THAT ARE SHOWN AS MISSING FROM THAT SERIAL. AT THE TIME THAT HISTORIES SHOWN ON SERIAL NO 2 WERE BOUND AND FILED, THE HISTORIES HEREIN WERE FOR ACTIVE CASES
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued AND WERE HELD OUT OF FILE UNTIL CASES WERE TERMINATED AND THEN FILED TOGETHER IN SEPARATE VOLUMES, SEE SERIAL NO. 2 FOR DISCRIPTION OF CONTENTS.

7. Arrangement CHRONO. BY DATE OF ADMISSION. - NUM. BY CASE NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL NO. 14 FOR SEPARATE INDEX.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 11 BOUND VOLUMES 12" X 9½" X 2" EACH — 4 VOLUMES 12" X 9½" X 3" EACH 4 BOUND VOLUMES 12" X 9½" X 4" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELVES BY SOUTH WALL IN BASEMENT RECORD ROOM BLDG. A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK- DILWORTH #4

BALTIMORE CITY HOSPITAL - BASEMENT RECORD ROOM BLDG A.

ADDENDA ITEM 4. 4940 EASTERN AVE.

1	VOL. LABELED	CITY HOSPITALS TUBERCULOSIS HISTORIES	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS - 2.
1	" "	" " " "	ODD NUMBERS - 3
1	" "	MUNICIPAL HOSPITAL TUBERCULOSIS HISTORIES 1-11-17 TO 9-23-20 - 4026 - 4935	
1	" "	CITY HOSPITALS TUBERCULOSIS HISTORIES	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	MISCEL.
1	" "	" " " "	MISCEL.
1	" "	CITY HOSPITALS MEDICAL HISTORIES 1917 ODD NUMBERS.	
1	" "	" " " "	1914-1922 - 2527 - 5890
1	" "	" " " "	ODD NUMBERS
1	" "	" " " "	1907-1916 ODD NUMBERS

MACK - DILWORTH. 3, - 7, - 1940. 5
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (BASEMENT RECORD ROOM BLDG A.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (BED SIDE AND SPECIAL CHARTS) (TUBERCULOSIS DIVISION)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1911 TO 1915 INCLUSIVE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOUND VOLUME CONTAINING 200 BED SIDE & 100 SPECIAL CHARTS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CITY HOSPITALS MEDICAL HISTORIES ODD NUMBERS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF BED SIDE CHARTS, GIVING PATIENTS NAME, DATE, WARD NO. CONDITION AND MOVEMENT OF BOWELS AND URINE, TEMPERATURE, PULSE RATE AND RESPIRATIONS AT VARIOUS STATED TIMES AND REMARKS. ALSO CONSISTS OF SOME SPECIAL CHARTS GIVING PATIENTS NAME, DATE, WARD NO. AND DOCTORS ORDERS AS TO PATIENTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued DIET, MEDICATION AND TREATMENT OVER THE PERIOD AS STATED ON CHART, AND REMARKS.

7. Arrangement NO ATTEMPT MADE AS TO ARRANGEMENT OR CLASSIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BOUND VOLUME 12" x 9½" x 2½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities ON SHELF BY SOUTH WALL IN BASEMENT RECORD ROOM BLDG A.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
LABELING IS NOT RELATIVE TO CONTENTS.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Mack-Dilworth - March 11, 1940. No. 6
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Case Histories" (Tuberculosis)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Dec. 12, 1933. — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 Drawers Containing Approx. 900 Histories.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of Case History of Patients Who Have Died or Have Been Discharged From Hospital During The Period As Shown By Above Dates. These Histories Are Held in Record Office For Various Length of Time After Which They Are Sent To Basement Record Room in Bldg. A. Where They Are Filed and Incorporated Together With All Patient's Case Histories. Record Consist of Following Forms - Admission Charts or Summary Sheets, Bed Side Charts, Order Charts, Weight Charts, Present Illness Notes, Physical Examin-
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ation, Doctor's Review of Case, Laboratory Charts, Sputum Charts, Syphilis Treatment and Follow Up Chart, Progress Notes and Discharge Summary. For Previous Histories See Serial Nos. 1-2-3-4. See Addenda For Discription of The Various Forms Used.

7. Arrangement Num. By Case Number Not Consequetive. (In Folders.)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serial No. 11 For Seperate Index.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. and Typed On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 7 Drawers 11"x13½"x28" Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 5 Drawers in Cabinet By West Wall in Record Office Tuberculosis Hospital 2 Drawers On Floor S.W. Cor. Record Office Tuberculosis Hospital.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
See Serial No. 7 For Active Case Histories.

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)
_____ (Place of publication) _____ (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth #6'

Baltimore City Hospital-Tuberculosis Division

Addenda ITEM 6 4940 Eastern Ave. Contents.

Summary or Admission Sheet Shows, Division Number, Name and Address of Patient, Birthplace and Date of Birth, How Long in U.S. and Baltimore Md, Religion, Name of Party Furnishing Information Name of Party or Parties Who Accompanied Patient To Hospital, Date Admitted, Discharged or Died, Autopsy Number, Patient's Sex, Color, Martial Status, Age, Name and Birthplace of Father, Maiden Name and Birthplace of Mother, Name and Address of Husband or Wife, Relatives or Friends. If Patient was Transferred Shows Where To and Date, Disease Index Number, Diagnosis Date of Any Operative Procedures, Result of Treatment and Signature of Resident or Visitant Doctor.

Bed Side Chart Shows Name of Patient, Case Number, Division Number, Date of Admission, Date of Chart, Respiration, Pulse, Temperature, Stools, Fluid Intake, Fluid Output, Height, Weight, and Medication. Over Stated Periods.

Order Chart Shows Name of Patient and Case Number, Standing and Special Orders as To Treatment and Special Privileges + DOCTORS NAME.

Weight Chart Shows Name of Patient and Case Number and Variation of Patient's Weight Over a Stated Period of Time.

Present Illness Chart Shows Patient's Name and Case Number and Various Notes Relative To Patient's Weight, Cough, Sputum, Night Sweats, Chills or Fever and Date of Chart Also Name of Doctor.

Past History Shows Name of Doctor, Whether or Not Any Diabetes, Heart or Kidney Disease in Patient's Family, Diseases, Operations or Accidents Suffered by Patient, Whether or Not Patient Has Had Any Previous Trouble With Head, Eyes, Ears, Nose, Mouth, Cardiac, Gastric Intestinal and Previous Habits.

Mack-Dilworth #6 2

Baltimore City Hospital - Tuberculosis Division

Addenda ITEM 6 4940 Eastern Ave Contents

Physical Examination Shows Name of Patient Case Number and Doctor's Name, Condition of Eyes as To Pupils, Condition of Head as To Sinus or mastoid, Condition of Nose as To Obstruction, Condition of Mouth as To Teeth, Tongue and Tonsils, Condition of Thorax and Chest as To Expansion, Breath Sounds Etc. Condition of Heart as To Sounds, Murmurs or Palpitations, Condition of Abdomen as To Tenderness or Swelling, Condition of Extremities as To Eddema, Varacosities or Reflexes and Summary and Impressions. Laboratory Chart Shows Name of Patient, Case Number, Date, Urine Analysis as To Character, Specific Gravity, Reaction, Albumen, Sugar, Microscopic and Special Tests. Also Shows Blood Tests, Blood Serology, Chemistry, Bacteriology and Condition of Stools. Also Shows Sputum Test as To Date, Amount, Character, Culture and Smear, Cerebro Spinal Fluid, Date, Pressure, Character, Cells, Smear and Culture. Colloidal and Wassermann Tests. Cultures as To Throat and Wounds. Gastric Analysis and Other Data.

Sputum Chart Shows Name of Patient and Case Number, Date, 24 Hour Specimen Digested, Single Specimen, Amount in 24 Hours and Results and Remarks.

Syphilis Treatment and Follow Up Chart Shows, Name of Patient, Age, Sex, Race, Unit Number, Address, Diagnosis, Division Number, Date, Weight, Drug, Dose and Whether Patients Urine Contains Alb. Cast or Sugar Also Comments.

X-Ray Reports Shows Name of Patient, Case Number, Number of X-Rays, Date of X-Ray and Condition of Chest.

Mack - Dilworth #63

Baltimore City Hospital - Tuberculosis Division

Addenda ITEM 6 4940 Eastern Ave. Contents

Progress Notes Shows Name of Patient, Case Number and Progress Made by Patient as To Recovery or Otherwise Over Stated Periods. Also Shows Results of Various Examinations Given From Time To Time by Resident Physician and Review of Case by Doctor Upon Discharge or Death of Patient.

In Some Cases There is Also a Pneumothorax Chart Which Shows Unit and Division Number, Name of Patient, Date of Admission, Reason For Instituting Pneumothorax, Date of Treatment Started, Date of Manometer Readings Before and After, Amount of Air At This Treatment, Percentage of Collapse Reaction, Etc. Also Doctors Name See Attached Forms For Verification.

Mack-Dilworth No. 6

Baltimore City Hospital - Tuberculosis Division

Addenda ITEM 4 4940 Eastern Ave

1 Drawer labeled	10800 – 15799
" " "	15957 – 21026
" " "	21066 – 27109
" " "	33078 – 38699
3	Drawers Not Labeled

#6

BCH 13

MDB 10772

BALTIMORE CITY HOSPITALS

SUMMARY SHEET

CASE NO. _____

DIVISION _____

NAME _____ SEX COLOR MARITAL AGE

ADDRESS _____ NAME OF FATHER _____

OCCUPATION _____ BIRTHPLACE OF FATHER _____

DATE OF BIRTH _____ MAIDEN NAME OF MOTHER _____

BIRTHPLACE _____ BIRTHPLACE OF MOTHER _____

HOW LONG IN U. S. _____ IN BALTO. _____ HUSBAND OR WIFE _____

RELIGION _____ ADDRESS _____

INFO. GIVEN BY _____ RELATIVES OR FRIENDS _____

BY WHOM BROUGHT _____ REG. EMERG. ADDRESS _____

ADMITTED _____

DISCHARGED _____

DIED _____ AUTOPSY NO. _____

TRANSFERRED

TO	DATE	TO	DATE
1		5	
2		6	
3		7	
4		8	

DISEASE INDEX NO.

DIAGNOSIS

COMPLICATIONS

DELIVERY DATE

DOCTOR

ANAESTHETIC

OPERATIVE PROCEDURES

DATE

DATE

DATE

DATE

RESULT

_____ RES. OR ASST. RES.

_____ VISITANT

BCH 6

#6

MDB 10737

BALTIMORE CITY HOSPITALS

TEMPERATURE CHART

Name _____ Case No. _____

Admitted _____ Division C-4

Year 1940 Date																																															
Day of	Illness																																														
	Days in Hospital																																														
	Operation Delivery																																														
HOUR OF DAY		4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12	4	8	12
Resp.	Pulse	Temp.																																														
	170	108°																																															
	160	107°																																															
	150	106°																																															
	140	105°																																															
	130	104°																																															
	120	103°																																															
	110	102°																																															
	100	101°																																															
	90	100°																																															
	80	99°																																															
	70	98°																																															
	60	97°																																															
	50	96°																																															
	40	95°																																															
	30	94°																																															
Respiration																																																
Stools																																																
Fluid Intake																																																
Fluid Output																																																
Sputum Output																																																
Ht. ft. in. Weight																																																
Medications																																																

BCH 10

6

MDB 8682

BALTIMORE CITY HOSPITALS

ORDER CHART

NAME______________________________ CASE No.______________

DATE	TIME STARTED	STANDING ORDERS	DATE & TIME ENDED	SPECIAL ORDERS	DATE	TIME GIVEN
			OVER			

ORDER CHART

NAME ____________________________ CASE No. ______________

DATE	TIME STARTED	STANDING ORDERS	DATE & TIME ENDED	SPECIAL ORDERS	DATE	TIME GIVEN

#6

BCH 1

MDB 7787

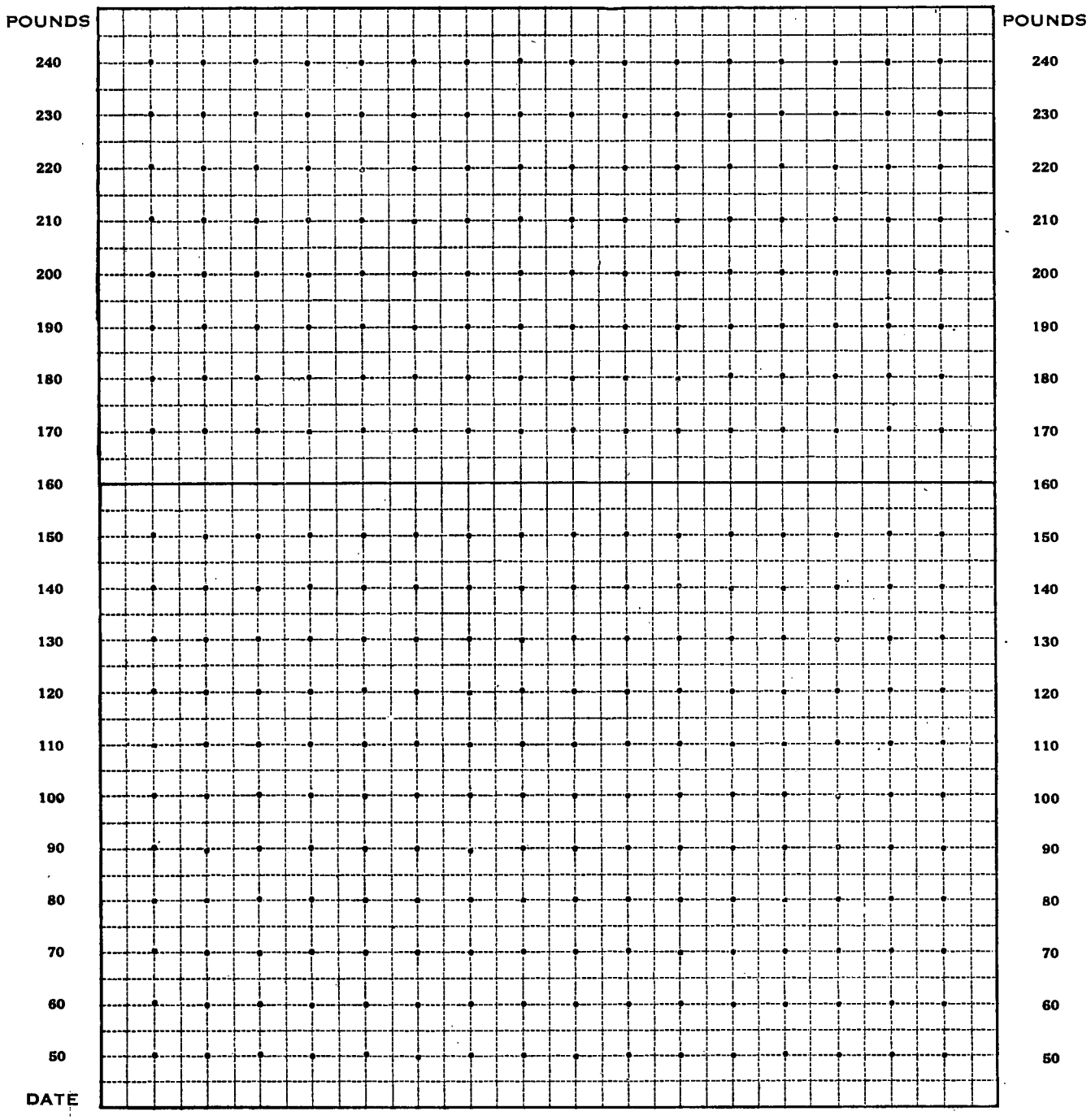
BALTIMORE CITY HOSPITALS
WEIGHT CHART

CASE No. _____

HEIGHT _____

IDEAL WEIGHT _____

NAME _____ DIVISION _____ ADMITTED _____



BCH 7

#6 MDB 4464L

BALTIMORE CITY HOSPITALS

NAME _____ CASE No. _____

This Form used for Present Illness Chart.

Past History and Progress Notes.

OVER

BCH 7

#6

MDB 4464L

BALTIMORE CITY HOSPITALS

NAME _____ CASE No. _____

This form used for Physical Examination

OVER

BCH 96

#6

MDB 7675L

BALTIMORE CITY HOSPITALS
TUBERCULOSIS DIVISION

SPUTUM CHART

NAME _____ CASE NO. _____

DATE	24 HOUR SPECIMEN DIGESTED	SINGLE SPECIMEN	AMOUNT IN 24 HOURS	REMARKS

	DATE	24 HOUR SPECIMEN DIGESTED	SINGLE SPECIMEN	AMOUNT IN 24 HOURS	REMARKS

BCH 94—PSY.

MDB 8211L

BALTIMORE CITY HOSPITALS

SYPHILIS TREATMENT AND FOLLOW-UP CHART

NAME _____ AGE _____ SEX _____ RACE _____ UNIT No. _____

ADDRESS _____ DIAGNOSIS _____ DIVISION No. _____

DATE	WEIGHT	DRUG	DOSE	URINE			COMMENT
				ALB	CASTS	SUGAR	

BCH 97

#6 MDB 7674

BALTIMORE CITY HOSPITALS

PNEUMOTHORAX CHART

UNIT NO.......................

NAME.. DIV...............................

DATE OF ADMISSION.. DATE TREATMENT STARTED....................................

REASON FOR INSTITUTING PNEUMOTHORAX..

LUNGS:— RIGHT: LEFT:

DATE	MANOMETER READINGS				AMOUNT AIR AT THIS TREATMENT	% OF COLLAPSE REACTION, ETC.	DOCTOR
	BEFORE		AFTER				
	INS.	EXP.	INS.	EXP.			

DATE	MANOMETER READINGS				AMOUNT AIR AT THIS TREATMENT	% OF COLLAPSE REACTION, ETC.	DOCTOR
	BEFORE		AFTER				
	INS.	EXP.	INS.	EXP.			

BCH 8

MDB 9679

BALTIMORE CITY HOSPITALS
LABORATORY CHART

NAME_____ CASE NO._____

URINE

DATE	CHARACTER	SP. G.	RE-ACTION	ALB.	SUGAR	MICROSCOPIC	SPECIAL TESTS

BLOOD

DATE	RED BLOOD CELLS	WHITE BLOOD CELLS	HEMOGLOBIN		COL. IND.	DIFFERENTIAL COUNT							
			GM.	%		MYELOCYTES %	NON-SEGMENTED P. M. N. %	SEGMENTED P. M. N. %	EOSINOPHILES %	BASOPHILES %	LYMPHOCYTES %	MONOCYTES %	CELLS COUNTED
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												
	SMEAR												

BLOOD SEROLOGY, CHEMISTRY AND BACTERIOLOGY

DATE	WASSER-MANN	EAGLE	DATE	N. P. N. MGS. PER 100 C. C.	SUGAR MGS. PER 100 C. C.	CO_2	SED. RATE	BLOOD CULTURE	

STOOLS

DATE	CHARACTER	STARCH, FAT PROTEIN	BILE	OCCULT BLOOD		MICROSCOPIC PARASITES OR OVA	CULTURE OR SMEAR
				BENZIDINE	GUAIAC		

(OVER)

SPUTUM

DATE	AMOUNT	CHARACTER	CULTURE	SMEAR (TYPE PNEUMO.)

P. S. P.

DATE	FIRST HOUR	SECOND HOUR	TOTAL. %

FISHBERG CONC. TEST

DATE	SPECIFIC GRAVITY		
	FIRST HOUR	SECOND HR.	THIRD HOUR

CEREBRO-SPINAL FLUID

DATE	PRESSURE	CHARACTER	GLOB.	ALB.	CELLS	SMEAR AND CULTURE

COLLOIDAL MASTIC TEST

TUBE NO.	1	2	3	4	5	6	7	8	9	10
REACTION 5										
4										
3										
2										
1										
0										

WASSERMANN

DATE	1 C.C.	0.5 C.C.	.2 C.C.

B. M. R.

DATE	% NORM.	CAL. PER HR.	REMARKS

CULTURES (THROAT, WOUNDS, ETC.)

DATE	

HEMATOCRIT STUDIES

DATE	MCV (80-94)	MCH (27-32)	MC HC(35-38%)

GASTRIC ANALYSIS

DATE	DEGREES FASTING	DEGREES AFTER ALCOHOL	DEGREES AFTER HISTAMINE	ADDITIONAL DATA

OTHER DATA:

MACK - DILWORTH. 1-11, 1940. #7.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE.
(Name of building, room number, street address)

1. Title "CASE HISTORIES" (TUBERCULOSIS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 DRAWERS CONTAINING 259 HISTORIES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 DRAWER LABELED MEN AND WOMAN WHITE
1 " " " " " COLORED
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF CASE HISTORIES OF PATIENTS WHO ARE NOW INMATES OF HOSPITAL. MALE AND FEMALE, WHITE AND COLORED PATIENTS ARE SEPARATE IN FILE. THESE HISTORIES ARE MADE UP OF THE SAME FORMS AS THE HISTORIES DISCRIBED IN SERIAL No. 6. FOR FULL discription OF CONTENTS AND COPIES OF THE VARIOUS FORMS SEE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SERIAL No. 6.

7. Arrangement IN FOLDERS ALPHA BY SURNAME OF PATIENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABED CARDS. SEE SERIAL # 10 FOR
(Self-contained--describe what it shows. If separate, fill out a form for it,

SEPARATE CARD FILE.
and place cross reference here to that form by title and identification number)

9. Writing Hdwr. & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 DRAWERS 11" X 13½" X 28" EACH.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities 2 DRAWERS IN CABINET BY WEST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

RECORD ROOM TUBERCULOSIS DIVISION HOSPITAL
cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records.

FOR PREVIOUS HISTORIES SEE SERIALS 1-2-3-4-6.
Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth- 1-11-1940 No. 8.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (X Ray Requests)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 1, 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing Approx. 250 Requests.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 Drawer Labeled X Ray Museum.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Request By Doctor For X Ray Examination. Showing Name of Patient, Clinic or Division Number, Date of Request, Tentative Diagnosis and Name of Party Making Request. Also Shows Clinical Remarks, Laboratory Reports and Remarks, Results of X Ray Examination and Date of Same.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued These Requests Are Kept For A Year or So For Office Reference and Are Then Destroyed.

7. Arrangement Chrono. By Date of Request.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Drawer 4½" x 13½" x 28"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet By West Wall in Record Room Tuberculosis Division Hospital.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

No Previous Records On Hand.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - 1-11-1940. No. 9.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (X Ray Index File)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1924 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 Sectional File Drawers Containing Approx. 5000 Cards
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Records Consist of Index Card File For X Ray Films Shown On Serial No. 12. Card Shows Name and Age of Patient, Number and Date of X Ray Film and Diagnosis.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

See Serial No. 12 For X Ray Films Referred To and To Which This Index Applies.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed On Plain Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 3 Drawers 4"x11½"x24" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet By West Wall in Record Room Tuberculosis Division Hospital.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK - DILWORTH #9

BALTIMORE CITY HOSPITAL - TUBERCULOSIS DIVISION

ADDENDA ITEM 4 4940 EASTERN AVE

1	SECTION OF DRAWER LABELED	X RAY A.-D
1	" " " "	X " E.-J.
1	" " " "	X " K.-O.
1	" " " "	X " P.-S
1	" " " "	X " T.-Z.
1	" " " →	NOT USED OR LABELED.

Mack-Dilworth - March 11, 1940 # 10
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (CASE HISTORIES INDEX FILE)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER CONTAINING 259 INDEX CARDS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF INDEX CARD FILE TO ACTIVE CASE HISTORIES SHOWN IN SERIAL # 7. CARD SHOWS DATE, NAME, CASE NO, ADDRESS, MARITAL STATUS, AGE, WORK, CONDITION ON ADMISSION OR DISCHARGE, WEIGHT ON ADMISSION AND DISCHARGE, GAIN OR LOSS, DATE DIED, CURED + DISCHARGED, SPUTUM DIAGNOSIS, TIME IN HOSPITAL, SENT BY, COMPLICATIONS, PREVIOUS ADMISSIONS AND AUTOPSY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SEE ATTD. CARD FOR VERIFICATION.

7. Arrangement MALE & FEMALE COLORED & WHITE SEPARATED
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABED CARDS READING AS FOLLOWS
(Self-contained--describe what it shows. If separate, fill out a form for it,

WHITE MEN, COLORED MEN, WHITE WOMEN, COLORED WOMEN.
and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 SECTIONAL DRAWER 4" X 11" X 24"
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN CABINET BY WEST WALL IN RECORD
(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROOM TUBERCULOSIS DIVISION HOSPITAL.
cabinet, on floor)

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

B. C. H. 36

M. D. B.1605

Date Name Case No. 10

Address

M. F., S. M., W. Sep., W. C., age: Work

Cond. admis.: incip., mod. far advanced. Cond. discharge: un-imp., ap. cured—arrested—died (date)

Weight: on admission: on discharge: ; gain-loss B. P.

Sputum + —: Haem. + —: time in Hosp. ; in bed. F. H. + —

Sent by

Complications

Prev. Admission Autopsy

Mack - Dilworth - 3-12-1940. No. 11.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Case History Index File)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1924 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 Sectional Drawers Containing Approx. 4800 Cards.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Index Card File To Case Histories
(Purpose and general nature of record. Principal items of information
Shown On Serial No. 3 and No. 6. Card Shows
shown. Summary of forms used in making record, their headings, etc. If a very
Date of Admission, Name and Case Number of
general or miscellaneous record, detailed information as to type of records
Patient, Address of Patient, Marital Status, Age,
contained and dates covered by each should be given. Unless contents of these
Work Condition On Admission, Date Cured, Arrested,
records are described by other forms 12-13HR, such forms should be filled out
Died or Discharged, Weight On Admission and
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued On Discharge, Gain or Loss of Weight, Sputum Test Result, Time in Hospital, Day in Bed, Previous Admissions and Autopsy. See Serial No. 10 For Copy of Card.

7. Arrangement Alpha. By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. and Typed On Printed Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 7 Drawers 4 X 12 X 24 Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet By West Wall in Record Room Tuberculosis Hospital.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

_____
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH #11

BALTIMORE CITY HOSPITAL - TUBERCULOSIS DIVISION

ADDENDA. ITEM 4 - 4940 EASTERN AVENUE

1	SECTION OF DRAWER LABELED	DISCHARGES - DEATHS A - B
1	" " " "	" " C - F
1	" " " "	" " G - J
1	" " " "	" " K - L
1	" " " "	" " M - O
1	" " " "	" " R - S
1	" " " "	" " T - Z
1	" " " →	NOT USED OR LABELED

Mack - Dilworth 3-12-1940. No. 12.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (X Ray Films)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1924 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 Drawers Containing Total of 5000 Films (Estimated)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of X Ray Films. These Films Are Inclosed in Envelopes Which Show in Handwriting On Back of Envelope, Numbers of Films Inclosed, Name of Patient, Address of Patient, Date of Film and Remarks. Each Envelope Contains 1 or More Films and Are Filed Numerically By Latest
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Number of Inclosed Film.

7. Arrangement In Envelopes Num. By Number of Film.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing See Serial No. 9 For Separate Index.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Envelopes Containing Film.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 Drawers 16"x19"x28" Each.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
3 Drawers 15"x20"x28" Each

11. Location by dates and quantities In Cabinet By West Wall in
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
Record Room Tuberculosis Hospital.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth- 3-12-1940. No. 13
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Disease Classification Card)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1922 To 1935 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing 1000 Cards (Estimated)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Disease Index
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

Discontinued in 1935.

6. Contents Consists of Cards Showing Classification of Diseases and Case Numbers of Patients Affected With The Desease Specified On The Card. This is An Obsolete File Which Was Discontinued in 1935 and File is To Be Destroyed in The Near Future.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. By Name of Disease.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards
(Self-contained--describe what it shows. If separate, fill out a form for it,
Showing Name of Disease.
and place cross reference here to that form by title and identification number)

9. Writing Typed On Plain Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 Drawer 4"x11"x24"
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities In Cabinet By West Wall in
(Room, vault, wall--N.E.S.W., section, bin, shelf,
Record Room Tuberculosis Hospital.
cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth - March 13, 1940. No. 14
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Case History Index File.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1909 To 1926 Inclusive.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 Sectional Drawers Containing Total of 6400 Cards (Estimated)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Card Index To Case Histories
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)
Shown On Serials No. 2 and 4. Card Shows Date of Admission, Name and Case No. of Patient, Age, Sex, Color, Occupation, Religion, Name and Birthplace of Father and Mother, Name and Address of Relatives or Friends in City.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Chrono. By Date of Admission Num. By Case No.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed and Hdw. On Plain Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 2 Sectional Drawers 4"x11"x24" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Cabinet By West Wall in
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
Record Room Tuberculosis Hospital.

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth No. 14.

Baltimore City Hospital - Tuberculosis Division.

ADDENDA - ITEM 4.

1	Section of Drawer Labeled Admissions 1909 - 1913.
	Other Section of Drawer Labeled " 1914 - 1917.
1	Section of Drawer Labeled " 1916 - 1922.
	Other Section of Drawer Labeled " 1923 - 1926.
	2 Drawers in All Pertaining To Admissions.

MACK - DILWORTH 3-13-1940 15
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE
(Name of building, room number, street address)

1. Title "DIVISION CARDS" (WARD C.3)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates SEPT. 1938 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER CONTAINING 45 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF DIVISION CARDS WHICH ARE MADE OUT
(Purpose and general nature of record. Principal items of information
WHEN PATIENTS ARE ADMITTED TO WARD. THESE CARDS ARE
shown. Summary of forms used in making record, their headings, etc. If a very
KEPT IN OFFICE OF WARD IN WHICH PATIENT IS CONFINED
general or miscellaneous record, detailed information as to type of records
UNTIL CASE IS TERMINATED, AT WHICH TIME CARD
contained and dates covered by each should be given. Unless contents of those
IS SENT TO RECORD ROOM BLDG A. FOR FILING.
records are described by other Forms 12-13HR, such forms should be filled out
THERE ARE 5 WARDS IN THE TUBERCULOSIS DIVISION
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued AND EACH WARD HAS A FILE LIKE THE ONE DISCRIBED HEREIN. SEE SERIALS 17-19-21-23 FOR RECORD OF OTHER WARDS.
SEE ADDENDA FOR FULL DETAIL OF CONTENTS.

7. Arrangement ALPHA. BY SURNAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE DRAWER 6" X 8¼" X 14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN SINGLE DRAWER CABINET
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
ON TOP OF CABINET IN N.E. CORNER OF OFFICE OF WARD C. 3.

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK - DILWORTH #15

BALTIMORE CITY HOSPITAL TUBERCULOSIS HOSPITAL

ADDENDA ITEM 6 4940 EASTERN AVENUE

CONTENTS CONSISTS OF A DIVISION CARD WHICH SHOWS NAME, CASE NO., AND ADDRESS OF PATIENT, SEX, COLOR, RELIGION, MARITAL STATUS, AGE, DATE OF BIRTH AND BIRTHPLACE, HOW LONG IN U.S. AND BALTIMORE, NAME AND BIRTHPLACE OF FATHER, MAIDEN NAME AND BIRTHPLACE OF MOTHER, PATIENTS OCCUPATION AND EMPLOYER'S NAME AND ADDRESS, NAME AND ADDRESS OF HUSBAND, WIFE, RELATIVES AND FRIENDS, WHETHER OR NOT PATIENT IS A WAR VETERAN, NAME OF PARTY GIVING INFORMATION RELATIVE TO PATIENT, NAME OF PARTY WHO BROUGHT PATIENT TO HOSPITAL, HOUR PATIENT ENTERED HOSPITAL AND WHAT CLOTHING AND VALUABLES IN PATIENTS POSSESSION.

CARD ALSO SHOWS DATE OF ADMISSION AND WHETHER A REGULAR OR EMERGENCY CASE, NO. OF WARD ADMITTED TO AND RECEIVING DOCTOR'S NAME.

IF PATIENT IS TRANSFERRED CARD SHOWS DATE OF TRANSFER AND WHERE TRANSFERRED TO.

THE BACK OF CARD SHOWS DATE AND TIME RESPIRATIONS CEASED, PRINCIPAL CAUSE OF DEATH, CONTRIBUTORY CAUSE, WHETHER OR NOT AN OPERATION WAS PERFORMED, AND FOR WHAT DISEASE OR INJURY AND DATE OF OPERATION. ALSO SHOWS BLOOD WASSERMANN AND SPINAL FLUID WASSERMANN TESTS AND AUTOPSY.

SIGNED BY DOCTOR.

SEE ATTD. CARD FORM FOR VERIFICATION.

BCH 59—MOB 9521

#15

DIVISION CARD

NAME CASE NO.

ADDRESS

SEX COLOR RELIGION S. M. W. D.

AGE DATE OF BIRTH MO. DAY YEAR

BIRTHPLACE

HOW LONG IN U. S. IN BALTIMORE

FULL NAME OF FATHER BIRTHPLACE

MAIDEN NAME OF MOTHER BIRTHPLACE

OCCUPATION

EMPLOYER ADDRESS

HUSBAND OR WIFE

ADDRESS

RELATIVES OR FRIENDS NAME ADDRESS TELEPHONE

WAR VETERAN?

INFORMATION GIVEN BY

BROUGHT BY HOUR

CLOTHING VALUABLES

ADMISSIONS

DATE	REG. OR EMERG.	WHERE SENT	DOCTOR

IMPRESSION:

TRANSFERS OR DISCHARGES

DATE	FROM	TO	SIGNED

(OVER)

RESPIRATIONS CEASED _____ AT _____ A. M. / P. M. _____

PRINCIPAL CAUSE OF DEATH

_____ DURATION _____

_____ DURATION _____

CONTRIBUTORY CAUSES

_____ DURATION _____

_____ DURATION _____

WAS AN OPERATION PERFORMED? _____ DATE _____ FOR WHAT DISEASE OR INJURY? _____

BLOOD WASSERMANN _____ SPINAL FLUID WASSERMANN _____

AUTOPSY _____ _____ M. D.

MEDICAL EXAMINER'S CASE _____

Mack - Dilworth - March 13, 1940. No. 16.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland.

Name of agency or office Baltimore City Hospital - Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Patient's Clothing and Valuable List" (Ward C.3.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Sept. 1938 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 145 Slips.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of List of Clothing and Valuables Brought To Hospital By Patients. This is All shown On Printed Forms Which Are Described in Attached Addenda. There Are Five Wards in The Tuberculosis Division and Each Ward Keeps a Record Like The One Herein Described.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued See Serials No. 18-20-22-24 For Other Ward Records. See Attached Form For Verification and Attached Addenda For Content Discription.

7. Arrangement Alpha. By Name of Patient
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8½"x14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single File Cabinet On Top of Cabinet in N.E. Corner of Office in Ward C4.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

MACK-DILWORTH #16

BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)

ADDENDA. ITEM 6 4940 EASTERN AVENUE

CONTENTS - CONSISTS OF CLOTHING AND VALUABLES LIST WHICH SHOWS ITEMIZED LIST OF CLOTHING AND VALUABLES WITH PATIENT, DATE OF ADMISSION, NAME OF PATIENT, DIVISION NO., NAME OF NURSE RECEIVING PATIENTS CLOTHING AND VALUABLES, SIGNATURE OF PATIENT, SIGNATURE OF PERSON TAKING CLOTHES OR VALUABLES HOME BEFORE DISCHARGE OF PATIENT, SIGNATURE OF NURSE DELIVERING SAME TO PARTY BEFORE DISCHARGE AND DATE, SIGNATURE OF PERSON TAKING CLOTHES OR VALUABLES ON TRANSFER OR DISCHARGE OF PATIENT, SIGNATURE OF NURSE DELIVERING SAME AND DATE.

LIST ALSO SHOWS DISPOSITION OF PATIENTS CLOTHING OR VALUABLES UPON ADMISSION, WHETHER CLOTHS WERE SENT TO CLOTHS ROOM, LAUNDRY, STERILIZER, DESTROYED ETC. AND WHETHER VALUABLES WERE TAKEN HOME, TAKEN BY POLICE, PUT IN SAFE OR SENT TO WARD WITH PATIENT.

ALSO SHOWS DATE RESPIRATIONS CEASED IN CASE OF DEATH.

BACK OF LIST SHOWS ALL TRANSFERS OF CLOTHES MADE GIVING DATE OF TRANSFER, WHEREFROM AND TO TRANSFERRED AND NAMES OF SENDING AND RECEIVING NURSE.

BCH 85
MDB 7307

BALTIMORE CITY HOSPITALS
PATIENT'S CLOTHING LIST

DATE _____

DIVISION _____

Serial # 16

NAME _____

BATHROBE		OVERALLS			
BELT		PAJAMAS			
BLANKET		PILLOW			
BLOOMERS		RUBBERS			
BLOUSE		SCARF			
BOOTS		SHIRT			
BRASSIERE		SHOES			
B. V. D.		SHORTS			
CANE		SLIPPERS			
CAP		SOCKS			
COAT, TOP		SUSPENDERS			
COAT, SUIT		STEP-INS			
COLLAR		STOCKINGS			
CORSET		SUITCASE			
CRUTCHES		SWEATER			
DRESS, 1-PIECE		TROUSERS			
DRESS, 2-PIECE		UNDERSHIRT			
GARTERS		UNIONSUIT			
GLOVES		VEST			
HANDKERCHIEFS					
HAT					
JACKET					
NECKTIE					
NIGHTGOWN					

CLOTHES:

IN CLOTHES ROOM _____
TAKEN HOME BY _____
TO LAUNDRY _____
FROM LAUNDRY _____
TO CYANIDE ROOM _____
FROM CYANIDE ROOM _____
TO STERILIZER _____
TO INFIRMARY _____
DESTROYED _____
CUT OFF _____

VALUABLES:

TAKEN HOME BY _____
TAKEN BY POLICE _____
IN HOSPITAL SAFE _____
TO WARD WITH PATIENT _____

MONEY $	
RINGS	
WATCH	
GLASSES	

ON ADMISSION:

CLOTHES REC'D BY _____ NAME OF NURSE
_____ NAME OF NURSE

_____ SIGNATURE OF PATIENT

_____ SIGNATURE OF PERSON TAKING CLOTHES (AND / OR) VALUABLES HOME.

BEFORE DISCHARGE: DATE _____

CLOTHES DELIVERED BY _____ NAME OF NURSE

_____ SIGNATURE OF PERSON TAKING CLOTHES (RELATIONSHIP)

ON TRANSFER OF PATIENT: (SEE BACK OF SLIP)

ON DISCHARGE: DATE _____

CLOTHES DELIVERED BY _____ NAME OF NURSE

_____ SIGNATURE OF PATIENT

RESPIRATIONS CEASED DATE _____

TRANSFERS

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

FROM DIV._____TO_____ DATE_____

_____
SIGNATURE OF NURSE SENDING CLOTHES

_____
SIGNATURE OF NURSE RECEIVING CLOTHES

NOTATIONS

Mack-Dilworth - March 13, 1940. No. 17.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Division Card" - (WARD C 4)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Nov 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 40 Division Cards
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of The Same Form of Records as Shown in Serial No. 15. For Full Details See Serial No. 15 and Also For Discription of Contents. No Previous Records on File in This Office.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. by Surname of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained by Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. on Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8¼"x14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single File Cabinet on Top of Cabinet in N.E. Cor. of Office in Ward C-4.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

UPON TERMINATION OF CASE CARDS ARE SENT TO RECORD ROOM BLDG A. FOR FILING.

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Mack-Dilworth - March 13, 1940. No. 18.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Patient's Clothing and Valuables List" (Ward C 4)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 120 Slips.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consist of The Same Form of Record as Shown On Serial 16. See Serial 16 For Full Details and Discription of Contents and Copy of Form Attached. No Previous Records On File in This Ward.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha By Name of Patient
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained by Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8"x14"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single File Cabinet On Top of Cabinet in N.E. Corner of Office in Ward C4.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK- DILWORTH. 3,-16, 1940. 19
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE
(Name of building, room number, street address)

1. Title "DIVISION CARD" (WARD C.1)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates AUG. 1933 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER CONTAINING 54 CARDS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE SERIAL NO.15 FOR FULL DETAILS OF CONTENTS, ALSO COPY OF CARD.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHA, BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE DRAWER 6" X 8½" X 13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET ON DESK BY WEST WALL IN OFFICE OF WARD C.I. BLDG. B.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record ~~if~~ not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK- DILWORTH, 3-16-1940, 20.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVISION)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVENUE
(Name of building, room number, street address)

1. Title "PATIENTS CLOTHING AND VALUABLE LIST" (WARD C.I.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates AUG. 1933 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER CONTAINING 75 LISTS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE SERIAL NO. 16 FOR FULL DETAILS OF CONTENTS AND COPY OF FORM.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHA. BY NAME OF PATIENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE DRAWER 6" X 8½" X 13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN CABINET ON DESK BY WEST WALL IN OFFICE OF WARD C. I.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - March 16, 1940. No. 21.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Division Card" (Ward C-2)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Oct. 1938 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 55 Cards.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Serial Number 15 For Full Details and Discription of Contents. Also Copy of Card.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8½"x13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single Drawer Cabinet On Desk Near South Wall in Office of Ward Co.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - March 16 1940. No. 22.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland.

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Patients Clothing and Valuable List." (Ward C-2.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Oct. 1928- -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 80 Lists.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Serial No. 16 For Full Details and Description of Contents Also Copy of Form.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8½"x13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single Drawer Cabinet On Desk Near South Wall in Office of Ward C-2.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Mack-Dilworth - March 16, 1940. No. 23.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Division Cards" (Ward C-5)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan 1, 1938 - -.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 65 Cards.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Serial No. 15 For Full Details and Discription of Contents and Copy of Form.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. By Name of Patient.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Cards.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8½"x13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single Drawer Cabinet On Top of Cabinet By North Wall in Office of Ward C-5
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - March 16, 1940. No. 24
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland.

Name of agency or office Baltimore City Hospital-Tuberculosis Division,
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Patient's Clothing and Valuables List" (Ward C-5)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 4, 1938 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Drawer Containing 90 Lists.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents See Serial No. 16 For Full Details and Discription of Contents and Copy of Form.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement Alpha. By Name of Patient
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing Self Contained By Lettered Tabbed Cards,
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 File Drawer 6"x8½"x13½"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Single Drawer Cabinet On Top of Cabinet By North Wall in Office of Ward C-5.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth- March 16 1940 No. 25.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital-Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Nurses Order Book"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5 Books Containing 100 Pages Each.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Nurses Order Book.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Blank Book in Which The Attending Physicign Writes His Instructions To Nurses Concerning The Various Bed Patients in Each of The Five Wards. These Orders Are Copied By The Nurse On The Order Order Charts Which Are Hung On File Board On Patients Bed. Order
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Book Shows Name of Patient, Ward No., Date and Instructions From Physician As To Patients Diet and Medicine To Be Given and Treatment. Books Are Kept 2 Months and Then Destroyed. See Serial No. 26 For Discription of Bed Side Chart.

7. Arrangement Chrono. By Date of Entry.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5 Books 14"x5"x½" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 1 Book On Desk in Office of Each of The Five Wards. OF TUBERCULOSIS DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack - Dilworth - March 16, 1940. No. 26
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital - Tuberculosis Division.
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title (Bed Side Order Chart)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 To Date.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 80 File Boards Containing 1500 Charts.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Bed Side Charts Which Show Name of Patient, Date of Chart, Ward No. and Physicians Orders As To Medicine To Be Given, Patients Diet and Treatment. These Orders Are Copied From Nurses Order Book Which Are Discribed in Serial No. 25. These Charts Are Kept Hanging on File Boards on Patients
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Bed Until The Termination of The Case At Which Time They Are Filed With and Incorporated Into Case Histories of Patients.

SEE SERIAL NO. 6 FOR COPY OF CHART ON FILE BOARDS.

7. Arrangement Chrono. By Date of Chart.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdwr. On Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 80 File Boards 9"x12" Each
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities These Charts Are Hanging on Patients Bed in Each of The Five Wards.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

MACK-DILWORTH 3-16-1940 27
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BALTIMORE CITY HOSPITAL (TUBERCULOSIS DIVN.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 EASTERN AVE.
(Name of building, room number, street address)

1. Title (BED SIDE TEMPERATURE CHARTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 — —.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 80 FILE BOARDS CONTAINING 2000 CHARTS (ESTIMATED)
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONSISTS OF BED SIDE TEMPERATURE CHARTS GIVING
(Purpose and general nature of record. Principal items of information
NAME OF PATIENT, DATE ADMITTED, CASE NO, WARD NO, DATE
shown. Summary of forms used in making record, their headings, etc. If a very
OF CHART, PULSE, TEMPERATURE, RESPIRATIONS, FLUID INTAKE, FLUID
general or miscellaneous record, detailed information as to type of records
OUTPUT, SPUTUM OUTPUT, STOOLS, HEIGHT, WEIGHT AND MEDICATION
contained and dates covered by each should be given. Unless contents of these
OVER PERIOD AS SPECIFIED BY DATES AND HOURS ON CHART.
records are described by other Forms 12-13HR, such forms should be filled out
FROM TIME TO TIME CHARTS ARE REMOVED FROM FILE BOARDS
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued AND FILED WITH CASE HISTORIES.
SEE SERIAL NO. 6 FOR COPY OF CHART.

7. Arrangement CHRONO BY DATE OF CHART.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdwr. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 80 FILE BOARDS 9"X12" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities HANGING ON PATIENTS BEDS IN EACH OF THE 5 WARDS IN TUBERCULOSIS DIVISION.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Mack-Dilworth - April 3, 1940. No. 28
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland

Name of agency or office Baltimore City Hospital (Tuberculosis Division.)
(Office of custody) (Office which made the record, if different)

Address of office of custody 4940 Eastern Ave.
(Name of building, room number, street address)

1. Title "Stores Requisition"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Jan. 4, 1939 To Date
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Drawer Containing 30 Requisitions
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None MISSING No Previous Records on Hand As Requisitions Are Destroyed Yearly.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Consists of Requisition Made by The Supervisor of The Tuberculosis Division On General Store Room For Required Material. Requisitions Are Made Semi-Monthly. Requisition Shows Name of Department, Date, Number, Quantity, Discription, Store Room Order No. Stock No. and Cost Account. Name of Party Receiving and
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued Approving Requisition and Name of Party Making Requisition.

7. Arrangement Chrono. by Date of Requisition.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Hdw. On Printed Forms
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 Drawer 4"x8"x12"
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In Desk in Office of Tuberculosis Division.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information Records Good.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

Index to Reports
Baltimore City Jail.

Date of Report	Serial No.		Date of Record
	1	Voucher for support of U. S. Prisoners	1930--.
	2	War Docket of Baltimore City and County Jail	1862-1865
	3	U. S. Docket	1835-1899
	4	General Morning Report (of Guards or Officers)	1907--.
	5	General Night Report " " " "	1907---
	6	Daily Sick List (Hospital Reports)	1916--.
	7	Runaway Docket	1831-1864.
	8	Jail Record	1899-1937
	9	Criminal Docket also called City Criminal Docket	1829-1899.
	10	Peace Docket	1855-1899
	11	Assault and Battery Docket	1855-1899
	12	Index to Criminal, Assault and Battery and Peace Dockets	1867-1899
	13	Visitors Record	1827--.
	14	Committee on Supplies	1933--.
	15	Monthly time book	1905-1936
	16	Journal - 1900-1906, 1907-1908, 1913-1936	
	17	Letters 1894-1901, 1905-1908, 1911-1916	
	18	Voucher Register and Journal	1910-1926
	19	Punishment Book	1896-1928
	20	Accommodation Docket	1836-1893
	21	Cash Book 1908-1913, 1916--.	
	22	General Ledger of Accounts	1892--.
	23	County Docket (Baltimore City and County Jail)	1827-1856
	24	Prisoners Individual Cash Book, 1909-1913 1924-1937	

Index to Reports

Baltimore City Jail.

#2

Date of Report	Serial No.		Date of Record
	25	Sentence Book	1878-1900
	26	Prisoners Shop Earnings, Vairation of title is Shop Ledger	1908-1921
	27	City Bival Docket	1827-1851
	28	Section Hall Book	1916---
	29	Section Books	1900--.
	30	Scrap Book - 1900-1910, 1924-1934, 1935-1937	
	32	Court Card	1928--.
	33	Commitment Papers	1900-1937
	34	Wardens overtime and deposit slips	1930-1935
	35	Shop Records	1934-1935
	36	Correspondence	1927-1932
	37	Bills	1926--.
	38	Correspondence	1929-1937
	31	Building For Balto City Jail.	

These serials appear to have been done by Cook and Saunders.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION No. 1

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Sheriff's Office.

1. Exact title Voucher for support of U.S. prisoners.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1930 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of prisoner's offense, by whom committed, term of sentence, date of sentence, date of original commitment, period charged for, number of days or meals, how released.

5. Indexing None.

6. Nature of recording by years Typescript, loose leaf binder on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 17½ X 15 X 1 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office east wall main building front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Baltimore City Jail receives $1.85 per day for the support of Federal prisoners.
Note that 1854 to 1880 the U.S. payment was not so large. See Serial No. 3

Cook and Saunders

No. 2

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's office

1. Exact title War Docket of Baltimore City and County Jail (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1 volume dated on cover March 1862 to 1 December 1860 but first entry was made 1 Dec. 1846 in the form of a bookkeeping system or yearly recapitulation of income, expenses, etc.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks First 111 pages consist of summary and cash accounts of U.S. gov. for keep of prisoners; second part contains name, rank, place of capture, and release of Confederate soldiers held as prisoners of war, political prisoners, deserters from Union Army, and prisoners held for "safe keeping."

5. Indexing (no index) Arranged according to dates of capture or apprehension → Incarceration or Commitment

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 inches by 12 inches by 1½ inches 500 pages about 100 blank
(Height, width, and thickness and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building east wall
(Buildings and rooms or vaults)
and is kept in large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information Most Confederate prisoners of war were taken at Winchester and Williamsburg, Virginia; the first 110 pages contain a bookkeeping system from 1847 to 1855.

WPA Form 12HR

No. 3

WORKS PROGRESS ADMINISTRATION

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore County Jail

Bureau Clerk's Office

1. Exact title U. S. Docket
(Indicate variations of title, if any)
Criminal & U. S. Docket combined 1835-1855

2. Dates, total volumes, and volume numbering or lettering by years 4 volumes: from 1835 to 1899, inclusive

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Name of prisoner, offense, date of commitment, fine or term, release. 4th volume deals chiefly with absconding seamen.

2 nos vol. no index arranged according to date of commitment

5. Indexing 1st 3rd & 4th Alphabetically arranged according to surname in same vol.

6. Nature of recording by years Handwritten on printed forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1st, 3rd, 4th volumes: 16X11X1, 300 pages; 4th volume, 73 pages used. 2nd volume: 19X12X2, 700 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Volume from 1854-1880 the government paid for each prisoner 30 cents per day, 37 cents Turnkey fee 1st day and 50 cents per month for use of the jail. Some Persons were convicted for possessing Confederate money.

WPA Form 12HR

No. 4

WORKS PROGRESS ADMINISTRATION

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title General Morning Report, (of guards or officers)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 30 volumes from 1907 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, number committed & released, how committed, how released; Report of jail sections from 1 to 5, in jail last report, white colored total, received last 24 hours, released last 24 hours, now in jail; disposition of prisoners (where working); where court sentenced.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 X 13 X 1 400 pages
(Height, width, and thickness and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1 volume 1937 clerk's office, east wall, 6 vols
(Buildings and rooms or vaults)
1920-1921 and 1926-1927 and 1929-1930 in vault on store-room, S.E. cor. center cellar, main building rear. The other volumes are in main building outside tower section 4, N.W. corner of inner or back yard.

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 5

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title General Night Report (of guards on officers)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 30 volumes from 1907 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, section, officer, hour, thermometer reading hour and degree, hour ventilators opened, remarks by officers.

5. Indexing Not indexed.

6. Nature of recording by years Handwritten printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 12 1/4 x 10 3/4 x 3/4 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1 volume 1937 clerk's office, east wall, 6 volumes 1920, 21, 26, 27, 29 and 30 in vault or storeroom S.E. corner of center cellar, main building rear. The other volumes are in main building, outside tower section 4, N.W. Corner of inner or back yard.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 6

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Daily Sick List. (hospital reports)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1916 to date, 50 volumes

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Jail section number, cell number, name, color, diagnosis, treatment and remarks; also include venereal cases recorded in 4 volumes.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 X 11 X 3 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Main building, rear, vault in southeast corner of center cellar.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No 7

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's office

1. Exact title Runaway Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes: 1831-1864

3. Missing volumes, by numbers and dates Unknown, if any.

4. Exact description of contents; summary of forms used; and general remarks Slave's name, owner, date of commitment, release and the name of person ordering release. Indentured servants committed, and remaining period of servitude also recorded.

5. ~~Indexing~~ Not indexed arranged according to date of commitment.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good ( ), fair (✓), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded (✓), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 19 X 12 X 1 200 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Names of entire families that escaped are recorded here, small children were committed with their parents. Many slaves bear the surname of their masters.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 8

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's office

1. Exact title Jail Record
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1899 to 1937, 38 volumes. Volumes from 1899 to 1924 are numbered from 1 to 25; from 1925 to 1936 are for a period of a year and the year is marked thereon.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Ledger page containing docket number, date of commitment, name of prisoner, cell number, offense, court, committed by, U. S. Prisoners, Sentence by Justice of Peace or by Court, commutation, Expiration, how released

5. Indexing Tabular by first letter of prisoners surname

6. Nature of recording by years hand written on printed form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 20 1/4 x 15 1/2 x 3 620 double pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building, front, and are kept in large steel cabinets on east wall.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information These volumes were kept prior to and part of 1899 in three sets, viz. Assault and Battery, Peace, and Criminal dockets.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 9

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore Laity Jail

Bureau Clerk's Office

1. Exact title Criminal Docket; also called City Criminal Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 33 volumes from 1827 to 1836; from 1839 to 1899

3. Missing volumes, by numbers and dates 1 volume 1837-1838

4. Exact description of contents; summary of forms used; and general remarks Docket number, prisoner's name, date of commitment, court of trial, fine or term, release or transfer.

5. Indexing 5, 6, 7, Alphabetically according to surname in same volume, others in separate volumes from 1867-1899

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size average 19 X 12 X 3 , 500 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office main building front and are kept in large steel cabinets
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

No. 10

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Peace Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 75 volumes, complete from 1855 to 1899

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Name of prisoners, date of commitment, fine and cost of court, release. All minor offenses being committed for defaulting payment of fine and costs.

5. Indexing Alphabetically arranged according to surname, in separate volumes.

6. Nature of recording by years Handwritten on ruled printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16 X 11 3/4 X 2 3/4 , 700 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building front, and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 11

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Assault and Battery Docket.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 12 volumes complete from 1855 to 1899.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoner's name, date of commitment, offense and victim or victims name, fine or imprisonment, release and person or court ordering release, docket number.

5. Indexing Alphabetically arranged according to surname in separate volumes.

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16½ X 11½ X 2 700 pages 12th volume has
(Height, width, and thickness, and average number of pages, by uniform groups)
used 90 pages the remainder of this vol. is blank.

11. Location by dates and volume numbers Clerk's office in main building,
(Buildings and rooms or vaults)
front, and are kept in steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information All prisoners recorded in these dockets were held for action of Grand Jury and if found guilty were tried in the criminal court.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 12

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Index to Criminal, Assault and Battery and Peace Dockets (3 sets of books)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 16 volumes from 1867 to 1899, inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Index alphabetically according to surname of prisoner and giving docket number of Criminal, Assault & Battery and Peace Dockets.

(surname)	Name	Criminal	Assault & Battery	Peace

5. Indexing

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 X 10 X 1 300 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office main building, front, and are kept in steel cabinets, east wall.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 13

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Visitor's Record (i.e. Board of Visitors and Governors of Baltimore City & County Jail, later known as Baltimore City Jail)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 13 volumes from 1827 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Minutes & correspondence of board, Warden's and departmental reports, accounts payable, accounts received, department requisitions for supplies and equipment. Volume from 1827-1930 contain first recorded meetings. On November 26, 1834 395 prisoners were delivered to the warden by a detachment of Baltimore militia and charged with serious riots on Baltimore and Washington R.R.

5. Indexing No index, arranged according to date of occurrence.

6. Nature of recording by years Vols 1-7 handwritten, vol 8 handwritten and typescript, vols 9-12 typescript and pasted in volume, vol 12 typescript loose leaf to be bound.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1st 4 volumes are 12 X 8 X 1 and average 250 to 300 pages each, 5th volume
(Height, width, and thickness, and average number of pages, by uniform groups)
13 1/2 X 8 3/4 X 1 1/2, 350 pages, 6, 7, 8, 9th volumes 15 3/4 X 10 3/4 X 2, 500 pages, 10th volume 16 1/2 X 10 X 3, 700 pages, 11th volume 15 1/2 X 9 X 4, 700 pages, 12th volume 15 1/2 X 9 X 5, 700 pages, 13th volume 15 3/4 X 10 X 1 1/2 500 pages.

11. Location by dates and volume numbers Clerk's office main building front and are
(Buildings and rooms or vaults)
kept in large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information The first Warden was Lipan Stansbury and was elected September 11, 1827 prior to this move the Sheriff was in charge of the jail. Report for year 1834 states among Persons committed for Debt 469 were white and 138 negroes. The debts were as follows.

For $1 or less	11 White	4 negroes
For more than $1 less than $5	108 "	43 "
" " " $5 " " $10	111 "	48 "
" " " $10 " " $20	103 "	33 "
" " " $20 " " $100	104 "	10
" " " $100	32 "	none

U. S. GOVERNMENT PRINTING OFFICE 16—49543

Females could not be imprisoned for debt in Maryland.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 14

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Committee on Supplies. (purchases)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1 volume from 1933 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Item and quantity, from whom purchased, amount and date.

5. Indexing No index.

6. Nature of recording by years Typescript with cost handwritten, loose leaf binder on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 X 17 1/2 X 1 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, east wing, main building front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 15

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Monthly time book.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes 1907-1908, prisoners time; 1905-1936, jail employees time in 10 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks prisoners name, cell number, shop, date, total days, wages per day, amount paid, amount due, total amount, date payment received. These volumes include prisoners earnings and time in the work shops; also jail employees time.

5. Indexing None

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 X 9 X 1 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, east wall, main building, front; 3 volumes from 1927 to 1929 are in vault or storeroom in south-east corner of center cellar, main building rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 16

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Journal.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 5 volumes 1900-1906, 1907-1908, 1913-1936.

3. Missing volumes, by numbers and dates 1901-1906, 1909-1912.

4. Exact description of contents; summary of forms used; and general remarks Journal containing miscellaneous entries or general journal.

5. Indexing No index.

6. Nature of recording by years Handwritten on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 1/2 x 10 1/2 x 1 1/2 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building, front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 17

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Letters, (copies)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 6 volumes from 1894 to 1901, 1905-1908, 1911-1916.

3. Missing volumes, by numbers and dates 1902-1904, 1909-1910, ?

4. Exact description of contents; summary of forms used; and general remarks Jail correspondence copies.

5. Indexing Alphabetical arranged according to name in same volume.

6. Nature of recording by years 1894-1901 handwritten 1905-1916 Typescript
(Handwritten, typescript, print, photostat, etc.)
on special thin transparent paper called Japanese copy paper.

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good ( ), fair (✓), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 14 X 10 X 1 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building, front, and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 18

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerks Office.

1. Exact title Voucher Register and Journal.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 4 volumes 1910 to 1926.

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks Record of purchases: date, name of firm, item, page in ledger, amount, appropriation thru City Comptroller, salaries, general subsistence, heating and lighting, machinery & supplies, clothing, dry goods, etc, sanitary, hospital drugs, etc, incidental expenses, wardens subsistence, miscellaneous.

5. Indexing Not Indexed.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

1922 to 1926 cloth.

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 14 3/4 x 1 1/2 250 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office north wall main building, front, 1 volume from 1917 to 1921 main building outside lower section 4, N. E. corner of inner or back yard.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 19

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Punishment Book.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volume from 1896 to 1928.

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks Date, name of prisoner, how punished, cause for punishment.

5. Indexing Table in Alphabetically according to first letter of prisoner's surname in same volume.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 17 X 15 X 13 1/4 300 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office east wall, main
(Buildings and rooms or vaults)
building front, and are kept in a large steel cabinet. 2 volumes from 1896 to 1911 are kept in a vault or storeroom main building outside tower section, N.E. corner of inner or back yard.

12. Subtitle divisions by dates and volume numbers

13. Other information Prisoners were punished for violation of prison rules. Ex.: dirty cell, profane language, refusing to work, bad work, etc. Forms of punishment. Ex.: fined, loss of time off for good conduct, bread & water, no breakfast, etc.

Cook and Saunders

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 20

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Accomodation Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1836 to 1893, inclusive.

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks Names, offenses and dispositions of prisoners bounet over to the warden for safe keeping, seamen charged with absending their ships, runaway slaves held subject to order of masters, and stowaways.

5. Indexing Alphabetically ~~[illegible]~~ according to surname in front of each volume.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 18 inches 11½ inches 1 inch 250 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building, east wall, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 21

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Sheriff's Office.

1. Exact title Cash Book.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes from Jan. 1908 to June 1913, August 1916 to date.

3. Missing volumes, by numbers and dates June 1913 to July 1916.

4. Exact description of contents; summary of forms used; and general remarks Date earned, prisoners' names, cell number, monthly earnings, date paid, prisoner's name, cell number, amount paid. The shops were discontinued in July, 1936. They are paid by a warden's check upon release.

5. Indexing No Index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 1/4 x 9 x 3/4 152 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, north wall, main building front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 22

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title General Ledger of Accounts.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 9 volumes from 1892 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks including accounts receivable and accounts payable, general appropriation accounts, etc.

5. Indexing Tabular, Alphabetically arranged according to account in same volume.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16X10 1/2 X 1 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office north wall main building, front, and are kept in a large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 23

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title County Docket. (Baltimore City and County Jail)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1827 to 1856.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoners name, commitment date, charge or offense, term, release by whom. These dockets contain charges of a criminal nature as well as runnaway slaves, aliens, peace, assault and Battery, etc.

5. Indexing No index arranged as to commitment date.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 19 X 11 X 3 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, main building, front, east wall, and are kept in a large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information These prisoners were transferred from County by S. Barry Esquire to Hixon Stansbury, Warden of Baltimore City & County Jail.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 24

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Prisoner's Individual Cash Book,
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes, 1909-1913 1924-1937.

3. Missing volumes, by numbers and dates 1914-1923 number of volumes unknown.

4. Exact description of contents; summary of forms used; and general remarks date, prisoner's name, check number, cell number, where paid, and amount paid.

5. ~~Indexing~~ No index, separated by sections of jail from 1 to 4 entered by date.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

✓

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 19 X 13 X 1 1/2 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, eastwall, main building front, and are kept in a large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Prisoners have not worked in the shops since July 1936 and the last volume contains only a record of checks issued by warden at prisoners release and are in looseleaf form in a binder.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 25

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Sentence Book.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes; from 1878 to 1900 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoner's name, date of commitment, offense, term, release.

5. Indexing Alphabetically according to surname in same volume.

6. Nature of recording by years Handwritten on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 X 9 X 1 350 to 400 pages 7th volume has 392 pages,
(Height, width, and thickness, and average number of pages, by uniform groups)
and 75 pages are used.

11. Location by dates and volume numbers Clerk's office in main building, front,
(Buildings and rooms or vaults)
and are kept in large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information

No. 26

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerks Office.

1. Exact title Prisoners Shop Earnings (variation of title is Shop Ledger) (Indicate variations of title, if any) VARIATION

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes from 1908 to 1921.

3. Missing volumes, by numbers and dates None known.

4. Exact description of contents; summary of forms used; and general remarks Date sentenced, name, shop, date of sentence expiration, cell number earnings, withdrawals.

5. Indexing Not indexed accounts listed under shop where prisoner was employed.

6. Nature of recording by years Handwritten on printed forms. (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16½ X 11 X 5 1200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office north wall, main building, front, and are kept in a large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 27

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title City Civil Docket.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 6 volumes, 1 from 1827 to 1851, inclusive; 5th volume 1837-1839 contains criminal commitments such as murder, robbery, arson, etc.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks 1st 4 volumes are debtors committed after being sued by their creditors, amounts paid for defendants board while in jail, the plaintiff paid at the rate of $.87½ per week. 5th volume contains name of prisoner, offense, fine or term, and release.

5. Indexing No index, arranged according to date of commitment.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19X12X1½ inches 500 pages, 3rd volume has
(Height, width, and thickness, and average number of pages, by uniform groups)
25 blank pages.

11. Location by dates and volume numbers Clerk's office in main building, front, and are
(Buildings and rooms or vaults)
kept in large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information These volumes show that a few debtors were released after paying the damages, others were released by the Commissioners of Insolvent Debtors or because the plaintiff defaulted payments of defendant's board. Volume 1 from 1827 to 1830 title misleading as County Docket should be City Civil Docket.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 28

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Section hall book. (variation of title is In and Out book)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 248 volumes from 1916 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date committed, magistrate, name, cell number; divided into sections, each section keeps a book.

5. Indexing None.

6. Nature of recording by years Handwritten on printed and ruled forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good ( ), fair (✓), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 X 10 X 1/2 150 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Main building, outside tower section
(Buildings and rooms or vaults)
4, N.W. corner of inner or back. Current books are kept by guards in their sections until full.

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 29

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title Section Books. (from sections 1 to 5)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 423 volumes from 1900 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Information given and taken upon admission of prisoner: date, name address, cell number, charge, time, fine, committed by whom, expiration of sentence, how released, birthplace, race, age, weight, etc.

5. Indexing None.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 17 X 12 X 3/4 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Main building, outside Tower, section 4, N.W. cor. of inner or back yard. Current books are kept by guards in their sections until full.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

No. 30

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title "Scrap Book"
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1900-1910, 1924-1934 3 vols. 1936-1937.

3. Missing volumes, by numbers and dates 1911-1923.

4. Exact description of contents; summary of forms used; and general remarks newspaper clippings concerning the jail and its prisoners.

5. Indexing No Index.

6. Nature of recording by years Newspaper clippings pasted on blank pages.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1900-1910, 12X9X1 50 pages. 1924-1935, 16X12X3
(Height, width, and thickness, and average number of pages, by uniform groups)
200 pages.

11. Location by dates and volume numbers Clerk's Office, east wall, main
(Buildings and rooms or vaults)
building, front, and are kept in large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

(Leave this space blank)

WORKS PROGRESS ADMINISTRATION
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS 1936
_____ HISTORICAL RECORDS SURVEY
Name of State

WPA Form 10HR

No. 3

THE BUILDINGS FORM

County: _____ City or town: Baltimore.

Name of building: Baltimore City Jail - 801 Buren St.
(Street address)

1. Bureaus whose records are in the building: Baltimore City Jail.

2. Room and vault names or numbers and location: Main office - Baltimore City Jail.

3. Describe the building: 1800 - Rebuilt 1859 - Added to 1897- Stone construction
(a) date of construction; (b) material of which constructed;

(c) approximate dimensions (outside measurements; cubic space);

(d) general plan of building (attach an additional sheet if necessary);

(e) degree to which building is fireproof

4. Damages to buildings: None.
(by fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately 100 % of the quantity of records

6. Indicate ownership of building: City of Baltimore.

7. Is rental paid on building: No Amount: _____

8. Other information: _____

THE BUILDINGS FORM

Name of building: Baltimore City Jail

Room or vault number and location: Main Office - First Floor, Mail Bldg.

Short title or abbreviation of room or vault, if any: Main Office

Bureaus having records in this room or vault: Baltimore City Jail

1. Steel wall cabinet - 12 doors -
(Approximate size of room or vault) (number and approximate size of doors & windows)

2. Steel wall cabinet
(Material, and general condition of floor, ceiling, and walls)

3. Good Conditions
(Ventilation, atmospheric conditions - temperature, dust, soot, dampness, etc.)

4. 50 feet
(Linear feet of shelving) (location of shelving in the room or vault)

Steel
(how shelving is constructed - material, etc.)

5. (a) All volumes bound
(Linear feet of (a) bound volumes; (b) unbound materials-depth of file boxes, etc.;
(c) newspapers; (d) miscellaneous)

6. Sufficient room
(Condition of crowding, room for expansion with and without new shelving)

7. Good
(Lighting - type, whether good or poor)

8. Good
(Accommodations for users - amount and character of space and equipment)

9. All important records
(Approximate percentage of the bureau's records are in this room or vault)

10. No additional space required
(Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

Chas. P. Price
Warden

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

No. 32

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Court Card.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 file box from 1928 to date.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 26 X 14 X 10 1/2 inches.

5. Types of records included Orders to Warden from the Clerk of the Criminal Court or other courts for prisoner to appear in court for trial or otherwise, these cards show disposition of case by the court.

6. Indexing None.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. 1935 to date, vault in southwest corner of clerk's office, main building, from 1928 to 1934 vault in southeast corner of center-Cellar, main building, rear.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE 616—4955

WPA Form 131HR

WORKS PROGRESS ADMINISTRATION No. 33

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Commitment Papers.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1900 - 1937; Nos. 1 - 398,999 are from 1900 to 1934; nos. 1 - 27,400 are from 1934 to date. Total number of file boxes are 439.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 15" X 10 X 5" pasteboard boxes; cabinet drawers, 13 X 10 X 5" inches.

5. Types of records included Commitments, releases and all legal papers pertaining to prisoners. The commitment papers receive a number when the prisoner is delivered to the warden and are also recorded in the ledger called "Jail Record."

6. Indexing No index.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1900 to 1927 nos. 1 to 278,999 are kept (Buildings and rooms or vaults) in a vault in center cellar, southeast corner; 1927 to April 1934 nos. 279,000 to 398,999 are kept in a vault on storeroom in southwest corner of clerk's office, main building, front. April 1934 to Dec. 1934 nos. 399,000 to 409,128 filed in steel cabinets in clerk's office; 1935 to date nos. 1 to 27,400 filed in steel cabinets on S. E. and N. Walls.

U.S. GOVERNMENT PRINTING OFFICE c16—4955

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

No. 34

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Warden's overtime and deposit slips.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 file boxes from 1930 to July 1935.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes, 26 X 14 X 10 1/2 inches.

5. Types of records included showing amounts of prisoner's earnings withdrawn by prisoners for various reasons prior to release such as for dental work done in jail, etc. in form of a credit memo, attached is a receipt for payment signed by warden.

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1930-1935 in vault (Buildings and rooms or vaults) southwest corner of clerk's office, main building, front.

U. S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

No. 35

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerks Office.

1. Exact title, if any Shop Records.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1 file box from 1934 to 1935.

3. Dates of obvious gaps .....

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes, 26 X 14 X 10 1/2 inches.

5. Types of records included Daily reports showing the number of prisoners reported for work, excused by Doctor, other causes; total number of prisoners on payroll, and remarks.

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1934 to 1935, vault in south west corner of clerk's office, main building, front.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE 016—4955

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

No. 36

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Correspondence.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 envelope files from a to 3 for years 1927 to 1932, inclusive.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 14 X 10 X 5 inches.

5. Types of records included Personal correspondence of official matters of Warden Harry Martin

6. Indexing No index filed by first letter of correspondents' or company name

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1927 to 1932, in vault or storeroom (Buildings and rooms or vaults) in south east corner of center cellar, main building, rear.

U.S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

No. 37

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Bills.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 20 file boxes from 1926 to date.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes, 26 X 14 X 10½ inches.

5. Types of records included Duplicate and original receipted bills paid by the city and sent back to jail for filing.

6. Indexing None. Filed under first letter of company name or name of [illegible]

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1926 to date, vault in south west corner of clerks office, main building, front.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE 016—4955

WPA Form 13HR

11" Letters

Sell

Vol + Form

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WORKS PROGRESS ADMINISTRATION

No. 38

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore.

Agency or department Baltimore City Jail.

Bureau Clerk's Office.

1. Exact title, if any Correspondence.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 6 file boxes or cabinets from 1929 to 1937.

3. Dates of obvious gaps .....

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes, 26 x 14 x 10 1/2 inches.

5. Types of records included Baltimore City Jail correspondence, [illegible] letters, [illegible] letters filed, [illegible]

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. vault, in southwest corner
(Buildings and rooms or vaults)
of clerk's office, main building, front.

U. S. GOVERNMENT PRINTING OFFICE 016—4955

Baltimore City Jail.
Clerk's Office

Note—
that none of the titles show whether quoted or assigned.

Note—
that "typescript" writing is given here as the nature of recording— whatever "typescript" is.

Know all Men by those Presents

That we Alexander Cunningham and James McDonald of Baltimore and the State of Md. are held and firmly bound unto Wm Brower Warden of the Jail of Balto County aforesaid, in the full and just sum of Eighty five Dollars, lawful money, to be paid unto the said Wm Brown or to his certain Attorney, Executors, Administrators or Assigns, to which payment, well and truly to be made and done binds ourselves, and each of us, our Heirs, Executors, and Administrators, jointly and severally, firmly by these Presents, sealed with our Seals; Dated the 3rd day of August in the year of our Lord one thousand Eight hundred and twenty nine. The condition of the above obligation is such That if the above bounden Alexander Cunningham now a Prisoner in the Jail of Balto County, do and shall from henceforth be and continue a true Prisoner in the Custody, Guard and safe Keeping of the above named Wm Brown Warden of the said Jail and in the custody, guard and safe Keeping of his Deputy officers and Servants, or some or one of them, until he shall be lawfully discharged without committing any manner of Escape or Escapes during the time of his Restraint then

the above obligation to be Void, otherwise to remain in full force and virture.

I, said — Warden of the jail of Balto County, do hereby certify, that — an imprisoned Debtor in the said jail in my charge and custody, was committed to the said jail on the 2nd day of March in the year 1830 for the non payment of judgments against him by — before Balto — that the said — the creditor at whose instance the said imprisoned Debtor was committed has paid to me nothing for the support and maintainance in prison of the said imprisoned Debtor, that the sum of Eighty seven and a half cents for the support and maintainance in prison of the said imprisoned Debtor was due agreeably to law from the said creditor on the 29th day of March 1830 which sum the said creditor has not paid, but made default in the said payment on the 29th day of March last aforesaid. I do also certify, that the said — is confined in the said jail for debt and for no other cause — given under my hand this 29th day of March in the year 1830.

Index to Reports
Baltimore City Jail.

	Date of Recor
Voucher for support of U.S. Prisoners	1930--.
War Docket of Baltimore City and County Jail	1862-1865
U.S. Docket	1835-1899
General Morning Report (of Guards or Officers)	1907--.
General Night Report " " " "	1907---
Daily Sick List (Hospital Reports)	1916--.
Runaway Docket	1834-1864
Jail Record	1899-1937
Criminal Docket aks called City Criminal Docket	1827-1899.
Peace Docket	1855-1899
Assault and Battery Docket	1855-1899
Index to Criminal, Assault and Battery and Peace Dockets	1867-1899
Visitors Record	1827--.
Committee on Supplies	1933--.
Monthly time book	1905-1936
Journal - 1900-1906, 1907-1908, 1913-1936	
Letters 1894-1901, 1905-1908, 1911-1916	
Voucher Register and Journal	1910-1926
Punishment Book	1896-1928
Accommodation Docket	1836-1893
Cash Book 1908-1913, 1916--.	
General Ledger of Accounts	1892--.
County Docket (Baltimore City and County Jail)	1827-1856
Prisoners Individual Cash Book, 1909-1913 1924-1937	

Index to Reports
Baltimore City Jail.

#2

	Date of Record
Sentence Book	1878-1900
Prisoners Shop Earnings, Variation of title is Shop Ledger	1908-1921
City Civil Docket	1827-1851
Section Hall Book	1916---
Section Books	1900--.
Scrap Book. 1900-1910, 1924-1934, 1935-1937	
Court Card	1928--.
Commitment Papers	1900-1937
Wardens overtime and deposit slips	1930-1935
Shop Records	1934-1935
Correspondence	1927-1932
Bills	1926--.
Correspondence	1929-1937

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Voucher for support of U.S. prisoners.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1930 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of prisoners offense, by whom committed, term of sentence, date of sentence, date of original commitment, period charged for, number of days or meals, how released. Baltimore City Jail receives $.85 per day for the support of Federal prisoners.

5. Indexing None.

6. Nature of recording by years Typescript, looseleaf binder on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 17½ x 15 x 1 inch, 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, east wall main building front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title War Docket of Baltimore City and County Jail
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1 volume dated on cover March 1862 to December 1865, but first entry was made Dec. 1846 in the form of a book-keeping system or yearly recapitulation of income expenses, etc.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks First 111 pages consist of sundry and cash accounts; second part contains name, rank, place of capture and releases of Confederate soldiers held as prisoners of war, political prisoners, deserters from Union Army, and prisoners held for "safe keeping". Most Confederate prisoners of war were taken at Winchester and Williamsburg, Virginia.

5. Indexing No index, arranged according to dates of capture and apprehension.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 12 x 1½ inches, 500 pages, about 100 blank.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building, east wall and is kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information The first 110 pages contain a bookkeeping system from 1847 to 1855.

U. S. GOVERNMENT PRINTING OFFICE 13—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title U.S. Docket
(Indicate variations of title, if any)
Criminal and U.S. Docket combined 1835-1855

2. Dates, total volumes, and volume numbering or lettering by years 4 volumes, from 1835 to 1899 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of prisoner, offense, date of commitment, fine or term, release. 4th volume deals chiefly with absconding seamen.

5. Indexing 1st, 3rd, & 4th vol. alphabetically arranged according to surname in same Vol. 2nd vol. no index, arranged according to date of commitment.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1st, 3rd, 4th vols. 16 x 11 x 1 inch, 300 pages; 4th vol. 73 pages used.
(Height, width, and thickness, and average number of pages, by uniform groups)
2nd volume 19 x 12 x 2 inches, 700 pages.

11. Location by dates and volume numbers Clerk's office, main building front and are kept
(Buildings and rooms or vaults)
in large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information Volume from 1854-1880 the government paid for each prisoner "30 cents per day, 27 cents turnkee fee 1st day and 50 cents per month for use of the jail." Some persons were convicted for possessing Confederate money.

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title General Morning Report (of guards or officers)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 30 vols. from 1907 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, number committed and released, how committed, how released; Report of jail sections from 1 to 5, in jail last report white, colored, total received las t 24 hours; released last 24 hours, how in jail; disposition of prisoners (where working); where sentenced.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 x 13 x 1 inch, 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1 volume 1937 clerk's office, east wall; 6 vols.
(Buildings and rooms or vaults)
1920-1921 and 1926-1927 and 1929-1930 in vault or storeroom S.E. corner center cellar, main building rear. The other volumes are in main building, outside tower section 4, N.W. corner of inner or back yard.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title General Night Report (of guards or officers)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 30 volumes from 1907 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, section, officer, hour, thermometer reading hour and degree, hour ventilators opened, remarks by officers.

5. Indexing None.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 12¼ x 10¾ x ¾ inch, size; 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1 vol. 1937 clerk's office, east wall; 6 vols. 1920, 21, 26, 27, 29 and 30 on vault or storeroom S.E. corner of center cellar, main building rear. The other vols. are in main building, outside tower section 4, N.W. corner of inner or back yard.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Daily Sick List
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1916 to date. 50 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Jail section number, cell number, name, color, diagnosis, treatment and remarks. Also includes venereal cases recorded in 4 volumes.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 11 x 3 inches, 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Main building, rear vault in southeast corner of center cellar.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Runaway Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 vols. 1831-1864.

3. Missing volumes, by numbers and dates Unknown, if any.

4. Exact description of contents; summary of forms used; and general remarks Slaves name, owner, date of commitment, release and name of person ordering release. Indentured servants commited, and remaining period of servitude also recorded. Names of entire families that escaped are recorded here, small children were commited with their parents. Many slaves bear the surname of their masters.

5. Indexing None. Arranged according to date of commitment.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair (x), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded (x), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 12 x 1 inch, 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Jail Record
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1899 to 1937, 38 volumes, Vols. from 1899 to 1924 are numbered from 1 to 25, from 1925 to 1936 are for a period of a year and the year is marked thereon.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Double page containing docket number, date of commitment, name of prisoner, cell number, offense, court, committed by, U.S. Prisoners, sentency by Justice of Peace of by Court, commutation, expiration, how released. These vols. were kept prior to and part of 1899 in 3 sets, vis. Assault and Battery, Peace, and Criminal Dockets.

5. Indexing Tabular by first letter of prisoners surname.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 20½ x 15½ x 3 inches, 620 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building front and are kept
(Buildings and rooms or vaults)
in large steel cabinets on east wall.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 13—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Criminal Docket also called City Criminal Docket.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 33 volumes from 1827 to 1836, from 1839 to 1899.

3. Missing volumes, by numbers and dates 1 volume 1837-1838.

4. Exact description of contents; summary of forms used; and general remarks Docket Number, prisoner's name, date of commitment, court of trial, fine or term, release or transfer. 5,6,7th vols. alphabetically arranged according to surname in same volume, others in separate volumes from 1867 to 1899.

5. Indexing .....

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size Average 19 x 12 x 3 inches. 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Peace Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 75 volumes, complete from 1855 to 1899.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of prisoners, date of commitment, fine and cost of court, release. All minor offenses being commited for defaulting payment of fine and costs. Alphabetically arranged according to surname, in separate volumes.

5. Indexing .....

6. Nature of recording by years Handwritten on ruled printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16 x 11¾ x 2¾ inches, 700 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building front and are kept
(Buildings and rooms or vaults)
in large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Assault and Battery Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 12 volumes complete from 1855 to 1899.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoners name, date of commitment, offense and victim or victims'names, fine or imprisonment, release and person or court ordering release, docket number. All prisoners recorded in these dockets were held for action of Grand Jury and if found guilty were tried in the Criminal Court. Alphabetically arranged according to surname in separate volumes.

5. Indexing

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16½ x 11½ x 2 inches, 700 pages. 12th volume has used 90 pages, the remainder are blank.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building front and are kept in steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Index to Criminal, Assault and Battery and Peace Dockets (3 sets of books).
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 16 volumes from 1867 to 1899, inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Index alphabetically according to surname of prisoner and giving docket number of Criminal, Assault, & Battery and Peace dockets.

Sample, Name, Criminal, Assault and Battery, Peace.

5. Indexing .....

6. Nature of recording by years Handwritten on ruled and printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 x 10 x 1 inch, 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, main building front and are kept in
(Buildings and rooms or vaults)
steel cabinets, east wall.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Visitors' Record (i.e. Board of Visitors and Governors of Baltimore City and County Jail, later known as Baltimore City Jail.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 13 volumes from 1827 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Minutes & correspondence of board, Warden's and departmental reports, accounts payable, accounts received, department requisitions for supplies and equipment; vol. from 1827-1930 contains first recorded meetings. On Nov. 26, 1834, 395 persons were delivered to the warden by a detachment of Baltimore militia and charged with serious riots on Baltimore and Washington Railroad.

5. Indexing No index, arranged according to date of occurance.

6. Nature of recording by years Vols. 1-7 handwritten, Vol. 8 handwritten & typescript, Vols. 9-12 typescript and pasted in vol., Vol. 12 typescript looseleaf to be bound.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1st 4 vols. are 12 x 8 x 1 and average 250 pages to 300 pages each; 5th vol.
(Height, width, and thickness, and average number of pages, by uniform groups)
13½ x 8¾ x 1½, 350 pages; 6,7,8,9th vols. 15¾ x 19¾ x 2, 500 pages; 10th vol. 16½ x 10 x 3, 700 pages; 11th vol. 15½ x 9 x 4, 700 pages; 12th vol. 15½ x 9 x 5, 700 pages; 13th vol. 15¾ x 10 x 1½ inch, 500 pages.

11. Location by dates and volume numbers Clerk's office, main building front and are kept in
(Buildings and rooms or vaults)
large steel cabinets.

12. Subtitle divisions by dates and volume numbers

13. Other information The first Warden was Dixon Stansbury who was elected Sept. 11, 1827 prior to this move the Sheriff was in charge of the Jail. Report for year 1834 states among persons committed for Debt 469 were white and 138 negroes. The debts were as follows.

For $1 or less than $1.	11 White	4 negroes
For more than $1 less than $5.	108 "	43 "
" " " $5 " " $10.	111 "	48 "
" " " $10 " " $20	103 "	33 "
" " " $20 " " $100	104 "	10 "
" " " $100	32 "	None.

Females could not be imprisoned for debt in Maryland.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Committee on Supplies (purchases)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1 volume from 1933 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Item and quantity, from whom purchased, amount and date.

5. Indexing No index.

6. Nature of recording by years Typescript with cost handwritten, looseleaf binder on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15 x 17½ x 1 inch, 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office, east wall, main building front, and
(Buildings and rooms or vaults)
are kept in large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Monthly time book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes 1907-1908 prisoner's time; 1905-1936 jail employee's time in 10 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoner's name, cell number, shop, date, total days, wages per day, amount paid, amount due, total amount, date payment received. These volumes include prisoners' earnings and time in the work shops, also jail employees' time.

5. Indexing None.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 9 x 1 inch, 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office east wall main building front; 3 volumes from 1927 to 1929 are in vault or storeroom in south-east corner of center cellar, main building in rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4054

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Journal
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 5 volumes, 1900-1900, 1907-1908, 1913-1936.

3. Missing volumes, by numbers and dates 1901-1906, 1909-1912.

4. Exact description of contents; summary of forms used; and general remarks Journal containing miscellaneous entries or general journal.

5. Indexing No index.

6. Nature of recording by years Handwritten on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 15½ x 10½ x 1½ inches, 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building front,
(Buildings and rooms or vaults)
and are kept in large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 13—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Letters (copies)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 6 volumes from 1894 to 1901, 1905-1908, 1911-1916.

3. Missing volumes, by numbers and dates 1902-1904, 1909-1910.

4. Exact description of contents; summary of forms used; and general remarks Jail correspondence copies.

5. Indexing Alphabetically arranged according to name in same volume.

6. Nature of recording by years 1894-1901 handwritten, 1905-1916 typescript on special
(Handwritten, typescript, print, photostat, etc.)
thin transparent paper called Japanese copy paper.

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair (x), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 10 x 1 inch, 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Voucher Register and Journal.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 4 volumes, 1910 to 1926.

3. Missing volumes, by numbers and dates .....

4. Exact description of contents; summary of forms used; and general remarks Record of purchases, date, name of firm, item, page in ledger, amount, appropriation thru City Comptroller, salaries, general subsistence, heating and lighting, machinery and supplies, clothing, dry goods etc.; sanitary, hospital drugs, etc., incidental expenses, warden's subsistence, miscellaneous.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

1922 to 1926 cloth.

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 14¾ x 1½ inches, 250 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building front.
(Buildings and rooms or vaults)
1 volume, 1 volume from 1917 to 1921 main building outside tower section 4, N.E. corner of inner or back yard.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Punishment Book.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes from 1896 to 1928.

3. Missing volumes, by numbers and dates .....

4. Exact description of contents; summary of forms used; and general remarks Date, name of prisoner, how punished, cause for punishment. Prisoners were punished for violation of prison rules, Ex.: dirty cell, profane language, refusing to work, bad work, etc. Forms of punishment, Ex.: fines, loss of time off for good conduct, bread and water, no breakfast, etc.

5. Indexing Tabular alphabetically according to first letter of prisoner's surname in same volume.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 17 x 15 x 1¾ inch, size; 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office east wall, main building front, and
(Buildings and rooms or vaults)
are kept in a large steel cabinet. 2 volumes from 1896 to 1911 are kept in a large vault or storeroom, main building outside tower, section 4, N.E. corner of inner or back yard.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Accomodation Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1836 to 1893 inclusive.

3. Missing volumes, by numbers and dates .....

4. Exact description of contents; summary of forms used; and general remarks Names, offenses and dispositions of prisoners bound over to the warden for safe keeping; seamen charged with absconding their ships, runaway slaves held subject to order of masters, and stowaways.

5. Indexing Alphabetically according to surname in front of each volume.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18x 11½ x 1 inch, 250 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building, east wall and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 13—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Cash Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes from Jan. 1908, to June 1913, August 1916 to date.

3. Missing volumes, by numbers and dates June 1913 to July 1916.

4. Exact description of contents; summary of forms used; and general remarks Date, amount earned, prisoner's name, cell number, monthly earnings; date paid, prisoner's name, cell number, amount paid. The shops were discontinued in July 1936. They are paid by a warden's check upon release.

5. Indexing No index.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14¼ x 9 x ¾ inch, 152 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building front, and are kept in large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title General Ledger of Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 9 volumes from 1892 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Including accounts receivable and accounts payable, general appropriation accounts, etc.

5. Indexing Tabular alphabetically arranged according to account in same volume.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16 x 10½ x 1 inch, size; 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building front,
(Buildings and rooms or vaults)
and are kept in a large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title County Docket (Baltimore City and County Jail)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes from 1827 to 1856.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoner's name, commitment date, charge or offense, term, release by whom. These dockets contain charges of a criminal nature as well as runnaway slaves, aliens, peace, assault and battery, etc. These prisoners were transferred from County by S. Barry Esq. to Dixon Stansbury Warden of Baltimore City and County Jail.

5. Indexing No index, arranged as to commitment date.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 11 x 3 inches; 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, main building front, east wall, and
(Buildings and rooms or vaults)
are kept in a large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Prisoner's Individual Cash Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes, 1909-1913, 1924-1937.

3. Missing volumes, by numbers and dates 1914-1923, number of volumes unknown.

4. Exact description of contents; summary of forms used; and general remarks Date, prisoner's name, check number, cell number, when paid, and amount paid.

5. Indexing No index, separated by sections of jail from 1 to 4 entered by date.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 13 x 1½ inches, 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, east wall, main building front, and are kept in a large steel cabinet.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Prisoners have not worked in the shops since July 1936 and the last volume contains only a record of checks issued by warden at prisoner's release, and are in looseleaf form in a binder.

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Sentence Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 7 volumes, from 1878 to 1900 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Prisoner's name, date of commitment, offense, term, release.

5. Indexing alphabetically according to surname in same volume.

6. Nature of recording by years Handwritten on ruled form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—1954

THE VOLUMES FORM—Continued

10. Size 14 x 9 x 1 inch; 350 to 400 pages. 7th vol. has 392 pages and 75 pages are used.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's office in main building front and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Prisoners Shop Earnings, variation of title is Shop Ledger.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes from 1908 to 1921.

3. Missing volumes, by numbers and dates None known.

4. Exact description of contents; summary of forms used; and general remarks Date sentenced, name, shop, date of sentence expiration, cell number, earnings, withdrawals.

5. Indexing No index, accounts listed under shop where prisoner was employed.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16½ x 11 x 5 inches; 1200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office, north wall, main building front,
(Buildings and rooms or vaults)
and are kept in a large steel cabinet.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title City Civil Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 6 volumes; from 1827 to 1851 inclusive; 5th vol. 1837-1839 contains criminal commitments such as murder, robbery, arson, etc.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks 1st 4 vols. are debtors committed after being sued by their creditors, amounts paid for defendants' board while in jail, the plaintiff paid at the rate of 87½¢ per week. 5th vol. contains name of prisoner, offense, fine or term, and releases. These vols. show that a few debtors were released after paying the damages, others were released by the Commis- (over)

5. Indexing No index, arranged according to date of commitment.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 12 x 1½ inches, 500 pages. 3rd vol. has 25 blank pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Clerk's Office in main building front, and are kept in large steel cabinets.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information (#4 cont'd.) sioners of Insolvent Debtors or because the plaintiff defaulted payments of defendants board. Volume 1 from 1827 to 1830 title misleading as County Docket should be City Civil Docket.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Section hall book (variation of title is In and Out book)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 248 vols. from 1916 to date.
* 14 x 10 x ½ inch, size of books; 150 pages.
Main building, outside tower section 4, N.W. corner of inner or back. Current books are kept by guards in their sections until full.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date committed, magistrate, name, cell number; divided into sections, each section keepts a book.

5. Indexing None.

6. Nature of recording by years Handwritten on printed and ruled forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair (x), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title Section Books (from sections 1 to 5)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 423 vols. from 1900 to date.
* 17 x 12 x ¾ inch, size of books. 300 pages.
Main building, outside tower, section 4, N.W. corner of inner or back yard. Current books are kept by guards in their sections until full.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Information given and taken upon admission of prisoner; date, name, address, cell number, charge, time, fine, committed by whom, expiration of sentence, how released, birthplace, race, age, weight, etc.

5. Indexing None.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title "Scrap Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1900-1937, 3 volumes. Numbered 1900-1910, 1924-1934, 1935-1937.

* Size: 1900-1910, 12 x 9 x 1 in. 50 pgs.; 1924-1935, 16 x 12 x 3 in. 200 pgs.

Clerk's Office, east wall, main building front, in large steel cabinet.

3. Missing volumes, by numbers and dates 1911-1923.

4. Exact description of contents; summary of forms used; and general remarks Newspaper clippings concerning the jail and its prisoners.

5. Indexing None.

6. Nature of recording by years Newspaper clippings pasted on blank pages.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16--4954

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Court Card

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 file boxes from 1928 to date.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 26 x 14 x 10½ inches.

5. Types of records included Order to Warden from the Clerk of the Court for prisoner to appear in court for trial or otherwise, these cards show disposition of case by the court.

6. Indexing None.

7. Condition of writing, paper, and containers Good

8. Location by dates and numbers of file boxes, etc. 1935 to date, vault in southwest corner
(Buildings and rooms or vaults)
of clerk's office, main building front, 1928 to 1934 vault in southeast corner of center-cellar, main building rear.

U. S. GOVERNMENT PRINTING OFFICE 61C—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Commitment Papers

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1900-1937; Nos. 1-398, 999 are from 1900 to 1934; nos. 1-27,400 are from 1934 to date. Total number of file boxes are 439.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 15 x 10 x 5 inches pasteboard boxes; cabinet drawers 13 x 10 x 5 inches.

5. Types of records included Commitments, releases and all legal papers pertaining to prisoners. The commitment papers receive a number when the prisoner is delivered to the warden and is also recorded in the ledger called "Jail Record".

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1900 to 1927 nos. 1 to 278,999 are kept in a (Buildings and rooms or vaults) vault in center cellar, southeast corner; 1927 to April 1934 nos. 279,00 to 398,999 are kept in a vault or storeroom in southwest corner of clerk's office, main building front; April 1934 to Dec. 1934 nos. 399,000 to 409,128 filed in steel cabinets in clerk's office; 1935 to date nos. 1 to 27,400 filed in steel cabinets on S.E. and north walls.

U. S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Warden's overtime and deposit slips

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 file boxes from 1930 to July 1935.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 26 x 14 x 10½ inches.

5. Types of records included Showing amounts of prisoners' earnings withdrawn by prisoners for various reasons prior to release such as for dental work done in jail, etc. in form of a credit memo, attached is a receipt for payment signed by warden.

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1930-1935 in vault, southwest corner of clerk's office, main building front.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any 1 file box from 1934 to 1935.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

3. Dates of obvious gaps

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 26 x 14 x 10½ inches.

5. Types of records included Daily reports showing the number of prisoners reported for work, excused by doctor, other causes; total number of prisoners on payroll, and remarks.

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1934 to 1935 vault in southwest corner of clerk's office, main building front.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE c16—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Correspondence

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 3 envelope files from A to Z for years 1927 to 1932 inclusive.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 14 x 10 x 5 inches.

5. Types of records included Personal correspondence of official nature of Warden Harry Martin.

6. Indexing No index, filed by first letter of correspondent's surname or company.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1927 to 1932 in vault or storeroom in south-
(Buildings and rooms or vaults)
east corner of center cellar, main building rear.

U.S. GOVERNMENT PRINTING OFFICE 016—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Bills

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 20 file boxes from 1926 to date.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes, 26 x 14 x 10½ inches.

5. Types of records included Duplicate and original receipted bills paid by the city and sent back to jail for filing.

6. Indexing None. Filed under first letter of company name or surname of individual.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. 1926 to date, vault in south west corner
(Buildings and rooms or vaults)
of clerk's office, main building front.

U. S. GOVERNMENT PRINTING OFFICE c10—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Baltimore City Jail

Bureau Clerk's Office

1. Exact title, if any Correspondence

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 6 file boxes, or cabinets from 1929 to 1937.

3. Dates of obvious gaps .....

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 26 x 14 x 10½ inches.

5. Types of records included Baltimore City Jail correspondence. Incoming and outgoing letters.

6. Indexing None.

7. Condition of writing, paper, and containers Excellent.

8. Location by dates and numbers of file boxes, etc. Vault in southwest corner of clerk's office, main building front.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE c16—4955

POLICE DEPT BALTIMORE CITY

No.	Title	Containers	Incl. dates	Report rec'd.	Returned	Entry Written
1	REPORT OF POLICE COMM TO THE GOVERNOR	8 VOLS	1867--			
2	MAGISTRATES DOCKETS	254 VOLS	1886--			
3	RECORD OF ARRESTS	226 VOLS	1860--			
4	ROLL BOOK	210 VOLS	18[illegible]--			
5	SERGEANTS REPORT	302 VOLS	1873--			
6	DAILY TRIAL DOCKET	19 VOLS	1909--			
7	CRIMINAL RECORD	30 VOLS	1903-23			
8	LODGERS SHEETS	30 VOLS	1906--			
9	FUGITIVE CIRCULARS	25 VOLS	1905--			
10	PAWN BROKERS RETURNS	10 VOLS	1925--			
11	RECORD OF RECOVERIES	3 VOLS	1914--			
12	FIREARMS REPORT	30 VOLS	1906--			
13	MD PEN. DESCRIP. LIST	4 VOLS	1889--			
14	FIREARMS FILE	20 FB	1906--			
15	INDEX TO COMPLAINT	233 FB	1906--			
16	PRISONERS IDENT. FILE	98 F C	1923--			
17	PAWN BROKERS FILE	30 FB	1936--			
18	CARD INDEX TO IDENT' FILES	16 FB	1923--			
19	COMPLAINT & ACCUSED FILE	74 FD	1906--			
20	CRIMINAL RECORDS DEAD FILE	1 FB	1923--			
21	CRIMINAL RECORDS	20 FB	1923--			
22	RECORD OF MEMBERS OF P.D.	6 FB	1923--			
23	TAXICAB CHAUFFERS	9 FB	1932--			
24	CARD INDEX TO NEG. & PHO	60 FB	1902--			
25	NEGATIVE OF PHOTOGRAPHS	53 FB	1899--			
26	ROLL BOOK	21 VOLS	1901--			
27	MAGISTRATES DOCKET	174 VOLS	1899--			

POLICE DEPARTMENT

No.	Title	Containers	Incl. dates	Report rec'd.	Returned	Entry Written
28	RECORD BOOK	131 VOLS	1902--.			
29	ROGUES GALLERY	2 VOLS	1901-1919			
30	COMPLAINTS OR POL. REPORTS	303 BDLS	1910--.			
31	BOOK RECORD	214 VOLS	1875--.			
32	MAGISTRATES DOCKETS	140 VOLS	1912--.			
33	COMPLAINTS	299 BDL	1916--.			
34	ROLL BOOKS	47 VOL	1875--.			
35	COMPLAINT FILE	224 BDL	1906--.			
36	RECORD OF ARRESTS	355	1874--.			
37	MAGISTRATES DOCKET	65 VOL	1924--.			
38	ROLL BOOK	7 VOLS	1925--.			
39	" "	73 "	1916--.			
40	MAGISTRATES DOCKETS	98 VOL	1912--.			
41	RECORD OF ARRESTS	72 VOL	1900--.			
42	MAGISTRATES DOCKET	20 VOL	1916-1920			
43	RECORD OF MARSHALLS OFFICE	45 VOL	1863-1889			
44	COMMUNICATIONS FILE	18 VOLS	1932--.			
45	COMPLAINT FILE	6 BDLS	1935--.			
46	POLICE DEPART REPORTS	137 VOL	1862--.			
47	RECORD OF PROPERTY LOST	8 VOLS	1928--.			
48	RECORD OF ARRESTS	226 VOL	1862--.			
49	CATALOG OF ROGUES GALLERY	1 VOL	1864-1882			
50	MAGISTRATES DOCKETS	140 VOLS	1862--.			
51	THIEVES REGISTER	9 VOLS	1862-1910			
52	ROGUES GALLERY PHOTOS	4 VOLS	1864-82			
53	PAROLED PRISONERS.	1 VOL	1935--.			
54	COMPLAINTS	51 VOL	1915--.			

No.	Title	Containers	Incl. dates	Report rec'd.	Returned	Entry Written
55	COMPLAINT BOOK	76 vols	1901-1914			
56	MAGISTRATE'S DOCKET	90 vols	1902--.			
57	ROLL CALL BOOK	299 vol	1875--.			
58	WATCH REPORTS	165 vol	1875--.			
59	MAGISTRATES DOCKETS	137 vols	1860--.			
60	POLICE RECORD	468 vols	1860--			
61	ROLL BOOK	31 vols	1868--.			
62	COMPLAINTS	276 vols	1916--.			

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Commissioner's Office

1. Exact title Report of the Police Commission for the City of Baltimore to His Excellency, the Governor of Maryland.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1867 to date, 8 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Reporting of the activities of Police Department.

5. Indexing In same volume, A to Z according to subject.

6. Nature of recording by years Print.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 x 7 x 1½ inches. Approximately 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 4th floor, Commissioner's Office.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Central Police Station

1. Exact title Magistrates Dockets, Magistrates Dockets of the Central Police District of the City of Baltimore.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years July 24 - 1886 to date, 254 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, name and address of offender, arresting officer, offense, name and address of complainant, jury trial (yes or no), name and address of witnesses, disposition of case, distribution of fine e.g. (State, City, Park Board, S.P.C.A., Miscellaneous), remarks by magistrate.

5. Indexing None. Arranged alphabetically according to surname of offender, listing page number in docket.

6. Nature of recording by years Handwritten on printed and ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 x 14 x 1½ inches. Approximately 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 243 volumes on wooden shelves, storeroom, Balcony
(Buildings and rooms or vaults)
of Central Police Station, arranged in chronological order. Last 11 volumes in Court Room, Central District.

12. Subtitle divisions by dates and volume numbers

13. Other information First 114 volumes, 1886 to 1916, very poor binding.

U. S. GOVERNMENT PRINTING OFFICE 18—4054

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Central Police Station

1. Exact title Record of Arrests
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years Mar. 1, 1860 to date, 226 volumes, #1 to 226.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Cell number, time arrived, name and address of offender, sex, age, color, nationality, occupation, marital status, read or write, offense, name and address of complainant and witnesses, arresting officer, disposition, amount of fines and costs, magistrate's name.

5. Indexing Not indexed. Arranged alphabetically according to surname of offender.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—3954

THE VOLUMES FORM—Continued

10. Size Volume 1 to 52, 24 x 14 x 3 inches. Approximately 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)
Volume 53 to 226, 24 x 16 x 1½ inches. Approximately 200 double pages.

11. Location by dates and volume numbers Storeroom, Balcony, Central Police Station.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information General condition of volumes 1 to 140 is very poor.

U. S. GOVERNMENT PRINTING OFFICE 18—4954

4

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Central Police Station.

1. Exact title Roll Book, Daily roll call of officers.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1870 to date, 210 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, division, name of officer, post number, days reported, total days, days off for sickness, disability or other causes.

5. Indexing None.

6. Nature of recording by years Handwritten on printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

10—4954

THE VOLUMES FORM—Continued

10. Size 24 x 12 x 1 inches. Approximately 275 sheets.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 205 volumes in Baloony storeroom, Central Police
(Buildings and rooms or vaults)
Station. 5 volumes in clerk's office, Central Police Station.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

5

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Central Police Station

1. Exact title Sergeants Report (Daily)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1873 to date, 302 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Showing distribution of detail of officers under his command; Daily report, name of officers, name and signature of sergeant.

5. Indexing Not indexed.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 10 x ¾ inches. Approximately 175 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 292 volumes in storeroom, balcony of Central Police
(Buildings and rooms or vaults)
Station. 10 volumes in Clerk's office, Central Police Station.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title Daily Trial Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1909 to date, 19 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Charge, date, case number, court, name of officer making arrest, past record of prisoner if a repeater, disposition and name of presiding Judge.

5. Indexing Not indexed. Daily Record.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16 x 10 x ¾ inches. Approximately 275 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
on south wall of Bertillion Room, 3rd floor, Central Police Building.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title Criminal Record
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1903-1923. 30 volumes; 1 to 30. Prior records destroyed. This system discontinued in 1923.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Registration number, date, date of arrest, name and address of prisoner, name of officer making arrest, crime, physical description (22 sub-titles, e.g. age, height, weight, occupation, marks on body, etc.), disposition and remarks of presiding Judge.

5. Indexing Not indexed. Arranged alphabetically by first letter of surname of prisoner, listing Registration number.

6. Nature of recording by years Typescript on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 10 x 3 inches. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves on
(Buildings and rooms or vaults)
south wall of Bertillion Room, 3rd floor, Central Police Building.

12. Subtitle divisions by dates and volume numbers

13. Other information These records contain the records of prisoners whose registration numbers are between 1215 and 19420.

U. S. GOVERNMENT PRINTING OFFICE 18—4954

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Lookout sheets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1906 to date; 30 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contain printed forms, describing missing persons, stolen articles, stolen automobiles, etc.

5. Indexing None. Arranged in chronological order by dates.

6. Nature of recording by years Printed forms pasted in book.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8 x 6 x 2 inches. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 315, Detective Bureau, 3rd floor, Police Building.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Fugitive Circulars (Nation wide)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1905 to date, 25 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Forms giving description and photograph of person wanted, reward, crime committed, by whom wanted and date. These circulars are pasted in volumes on plain paper. They also contain circulars on missing persons.

5. Indexing None. Pasted in book when received.

6. Nature of recording by years Circulars are printed.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

THE VOLUMES FORM—Continued

10. Size 24 x 14 x 6 inches. Approximate pages 500.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 315, Detective Bureau, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 13—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Pawn Brokers Returns to the Police Department.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935 to date, 10 volumes, not numbered.

3. Missing volumes, by numbers and dates None, are only kept for 13 months.

4. Exact description of contents; summary of forms used; and general remarks Number of pawn ticket, value, article, material, style or kind, color, etc. and a description of person pawning article. These sheets are delivered to police inspector daily.

5. Indexing None, are arranged according to date.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 x 18 x 12 inches. Approximately 800 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room, Room 315, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Record of Recoveries Pawn Brokers System (stolen or lost property).
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1914 to date, 3 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Pledge number, report number, name of broker, article, officer's name, disposition, value, name and address of claimant, date of recovery.

5. Indexing None.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

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THE VOLUMES FORM—Continued

10. Size 18 x 12 x 2 inches. Approximately 300 pages. 2 volumes from 1914 to 1933
(Height, width, and thickness, and average number of pages, by uniform groups)

general condition is poor.

11. Location by dates and volume numbers West wall, Room 312, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Firearms Report
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1906 to date. 30 volumes; not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Monthly reports of firearms sold in Baltimore City, date, weapon, trade name of weapon, calibre, number of chambers, manufacturing number, name and address of purchaser, description of purchaser.

5. Indexing None. Arranged by date of receipt.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 x 18 x 5 inches. Approximately 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom #315, Detective Bureau, 3rd floor, Police Building.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Maryland Penitentiary Descriptive List of Released Convicts.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1889 to date in 4 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Description number, name, place of nativity, age, race, sex, hair, eyes, stature, weight, place of residence, occupation, court where convicted, crime, date of reception, sentence, dates of commuted expiration of sentence, original expiration of sentence and date of discharge.

5. Indexing In same volume by first letter of convict's surname.

6. Nature of recording by years Typescript on printed sheet.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent (x), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (x), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 x 7 x 1½ inches. Approximately 400 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room number 315, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title, if any Firearms File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1906 to date, approximately 20,000 cards in 20 steel file boxes. Card 3 x 5 inches.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 6 x 4 x 20 inches, file boxes, in 1 steel cabinet 1½ x 4½ x 2 feet.

5. Types of records included Firearms sold in Baltimore City, type of firearm, style, calibre, no. of chambers, manufacturing number, make, name and address of person or firm selling, report number, identification marks if any.

6. Indexing None. Arranged alphabetically by surname of seller.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. East wall, room 312, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title, if any Index to complaint and accused file.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1906 to date, approximately 600,000 cards in 233 steel file boxes. Cards 3 x 5 inches.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes 12 x 15 x 22 inches, in 3 steel cabinets 5 x 3 x 3 feet.

5. Types of records included Card conatins, name and address of claimant, case number, name of accused, date, charge, district where charge originated, file number, name of detective assigned to case. Blue card contains case number, accused, claimant and remarks.

6. Indexing A to Z according to name of complainant.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. West wall, room 312, 3rd floor, Police building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE 016—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Prisoners' Identification File.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1923 to date. 19,500 to 44,444 in 48 steel file cabinets. Card 8 x 8 inches. System started in 1923.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 16 x 14 x 20 inches in 12 steel cabinets 4½ x 1½ x 2 feet.

5. Types of records included Card containing Registration number, finger prints of prisoner, name and address, crime, name and district of arresting officer, date arrested, color, occupation, height, weight, age, where born, complexion, build, color of hair, marks on body and signature of prisoner.

6. Indexing None. Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. West wall of Bureau of Identification, 3rd floor, Central Police Station.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE c16—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title, if any Pawn Brokers File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1936 to date, approximately 500,000 cards in 130 double wooden file boxes. Cards 3 x 5 inches. These files are only kept 6 months.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes 12 x 5 x 22 inches in 1 wooden file cabinet 21 x 4 x 2 feet, on north wall of room 312.

5. Types of records included Card containing information of articles placed in pawn, name of article, date pawned, make of article, broker, initials on article if any, pawn number, description of articles, sheet number.

6. Indexing None. Arranged alphabetically by name of article.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Room 312, 3rd floor, Central Police Station.
(Buildings and rooms or vaults)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Card Index to Identification Files.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1923 to date, approximately 27,000 cards contained 16 double file boxes. Cards 5 x 3 inches. System started in 1923.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes, 12 x 5 x 10 inches contained in 2 steel file cabinets 4½ x 1½ x 2 feet.

5. Types of records included Card containing name and alias of prisoner, color, Registration number and finger print classification; also contains name and address of Taxi-cab chauffers and members of Police Department and their Finger print Classification.

6. Indexing A to Z by surname of prisoner.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. North wall, Bureau of Identification, Central
(Buildings and rooms or vaults)
Police Station.

U.S. GOVERNMENT PRINTING OFFICE 016—4955

WPA Form 13HR

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title, if any Complaint and Accused File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1906 to date, approximately 300,000 folders in 74 steel file boxes.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes 15 x 12 x 34 inches in 15 steel cabinets 1½ x 4 x 3 feet.

5. Types of records included Contain all papers and correspondence pertaining to complainant or accused in the matter of stolen property.

6. Indexing None. Arranged chronologically by number given case.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. West wall, Room 312, 3rd floor, Police Building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE . o16—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Criminal Records, Dead File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1923 to date, approximately 100 folders contained in 1 file box.

These records are taken from the active file when notification has been received that a prisoner is dead.

3. Dates of obvious gaps None. Not kept prior to 1923.

4. Sizes of file boxes, bundles, etc., by uniform groups File box, 16 x 14 x 20 inches.

5. Types of records included Cardboard folder containing registration number, date of arrest, name and address of prisoner, name of arresting officer, crime, finger prints, disposition and remarks of Judge, physical description of prisoner, date and cause of death.

6. Indexing None. Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. East wall of Bureau of Identification, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE c16—4955

WPA Form 13HR

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Criminal Records

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1923 to date. #19500 to 44,444 Registration no. contained in 70 file boxes. This system was originated in 1923.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 16 x 14 x 20 inches in 14 steel cabinets 4½ x 1½ x 2 feet.

5. Types of records included Cardboard folder containing Registration number, date of arrest, name and address of prisoner, name of arresting officer, crime, finger prints, disposition and remarks of Judge, physical description (22 sub-titles e.g. age, height, weight, occupation, marks on body, etc.).

6. Indexing None. Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. East wall of Bureau of Identification, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Record of Members of Police Department.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1923 to date. 2095 folders contained in 6 steel file boxes, #1 to 2095; Cards 8 x 8 inches.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 16 x 14 x 20 inches file boxes in steel cabinet 4½ x 1½ x 2 feet.

5. Types of records included Names, addresses, identification number, finger prints and photograph negative of the members of the police force.

6. Indexing None. Arranged chronologically by identification number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. East wall of Identification Bureau, 3rd floor, Central Police Station.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE 016—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Taxicab Chauffer's Identification File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1932 to date, #1 to 8126, 8126 cards contained in 4 steel file boxes. Cards 8 x 8 inches. This system started in 1932.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups file boxes 16 x 14 x 20 inches in 1 steel cabinet 4½ x 1½ x 2 feet.

5. Types of records included Identification card containing photograph, name, address, and description of chauffer, age, where born, height, weight, color of hair and eyes, and identification number.

6. Indexing None. Arranged chronologically by identification number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. East wall, Bureau of Identification, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE 016—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Card Index to Negatives of Photographs

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1902 to date, approximately 41,000 cards contained in 60 wooden file boxes. Cards 3 x 5 inches. System started in 1902.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 20 x 6 x 5 inches in 6 sectional cabinets 3 x 3 x 3 feet.

5. Types of records included Name, address, age, height, weight, complexion, color of hair and eyes, condition of teeth, date crime committed, registration number.

6. Indexing .....

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. North wall of Bertillion Room, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE 016—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Bureau of Identification

1. Exact title, if any Negative of Photographs

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1899 to date. Reg. no. #173 to 44,444 contained in 53 file boxes. No records prior to 1899.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 24 x 15 x 12 inches, double file drawers contained in 14 steel cabinets 4½ x 1½ x 1½ ft.

5. Types of records included Envelope containing name, registration number and negative of photograph of prisoner.

6. Indexing None. Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Bertillion Room, 3rd floor, Central Police Building.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE 016—4955

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Roll Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 21 volumes from 1901 to date.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, time, officers' names, place of detail, number of days worked, time off for sickness, disability, etc.

5. Indexing None.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 12 x 1 inch. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Store Room, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Magistrates Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 174 volumes from 1899 to date, not numbered but dated on cover from start to finish.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, offender, officer, offence, name and address of complainant, jury trial (yes or no), name and address of witness, disposition, distribution of fine, and remarks.

5. Indexing Alphabetically according to surname of offender in same volume.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 x 18 x 2 inches. Approximately 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom, 2nd floor, rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Record Book from July 17, 1884 to 1902; Record of Arrests from 1902 to date.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years Record Book, 21 volumes from July 17, 1884 to 1902; Record of Arrests 110 volumes from 1902 to date, numbered from 1 to 131 and each volume dated from start to finish.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, offender, officer, offence, fine, costs, magistrate, time of arrest and remarks.

5. Indexing Alphabetically arranged according to surname of offender in same volume.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size Record Book 24 x 18 x 3 inches, approximately 500 pages. Record of Arrests.
(Height, width, and thickness, and average number of pages, by uniform groups)
20 x 18 x 2 inches, approximately 200 pages.

11. Location by dates and volume numbers Storeroom, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information The following inscription is written on fly leaf of volume. "South-western Station opened for business July 17, 1884, Daniel Lepson, Captain."

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Rogues Gallery (referred to as "Mugs")
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes, 1 white and 1 colored, from 1901 to 1919.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Photograph, name, height, age, alias, weight and marks on body, crime committed, institution sentenced to and period of servitude. Later years a standard card file system is used identical with that of "Headquarters".

5. Indexing According to crime committed, alphabetical key. Ex. Rape under M, Larceny under D, etc. or key index.

6. Nature of recording by years Handwritten description on backs of photographs.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 x 18 x 3 inches. Approximately 500 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title, if any Complaints or Police Reports to Chief Inspector.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 303 bundles, from 1910 to date.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles 12 x 10 x 5 inches.

5. Types of records included Correspondence, and all reports relating to activities of officers in district.

6. Indexing According to type of report or nature of complaint in same bundle.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Storeroom, 2nd floor rear.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE c16—4955

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title Record Book 1875-1902; Record of Arrests 1903 to date.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1875 to date; 178 volumes. Record Book, 36 volumes, numbered 1 to 36. Record of Arrests, 142 volumes, numbered 37 to 178.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Cell number, time, name and address of offender, sex, age, color, occupation, marital status, offense, complainant's name and address, witness's name and address, arresting officer, disposition, fine, cost, and magistrate.

5. Indexing See #13, other side.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 24 x 4 inches. Approximately 300 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information 36 volumes, 1875-1902 not indexed. 142 volumes 1903 to date indexed A to Z in front of each volume by surname of offender. No records prior to 1875. Record Books and Record of Arrests contain complaints prior to 1916.

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title Magistrates' Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1912 to date. 140 volumes. not numbered.
No records prior to 1912.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Offender, officer's name, offense, complainant's name and address, Jury trial (yes or no), witness's name and address, disposition, distribution of fines (State, City, Park Board, S.P.C.A.), magistrate's name and signature.

5. Indexing 121 vols. 1916 to date, A to Z in front of each vol, by surname of offender.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 24 x 5 inches. Approximately 350 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves in storeroom, 2nd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1916 to date. 299 bundles.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles, 8 x 8 x 6 inches.

5. Types of records included Complaints made for various causes, e.g. robbery, drunkedness, disturbing the peace, disorderly conduct, etc. Name of officer detailed to investigate complaint and findings.

6. Indexing None. Arranged chronologically by date of complaint.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom, 2nd floor.
(Buildings and rooms or vaults)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station.

1. Exact title Roll Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1875 to date, 47 volumes; not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, time, name of officer and badge number, detail assigned, Sergeant's name, name of commanding officer.

5. Indexing Not indexed. Daily Record.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8 x 14 x 1 inch. Approximately 150 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station, 1219 Pennsylvania Avenue

1. Exact title, if any Complaint File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1906 to date, 224 bundles, tagged.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles, 11 x 9 x 6 inches.

5. Types of records included Accident, sudden death, burglary, larceny, false pretenses, articles found on street, missing persons, stolen automobiles, murders, fires, hold-up or assault and robbery.

6. Indexing A to Z attached to each bundle by surname of complainant.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves.
(Buildings and rooms or vaults)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station 1219 Pennsylvania Avenue

1. Exact title Record of Arrests (Record Book)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1874 to date, 179 volumes. 1874 to 1917, 74 volumes, 1 to 74; 1917 to date, 105 volumes, 1 to 105.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, time, offender, arresting officer, offense, fines and costs, magistrate's name and remarks, cell number, sex, age, color, nationality, occupation, marital status, complainant's name and address, witness' name and address, disposition.

5. Indexing A to Z in front of volume.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 13 x 4 inches. 1874-1917. approximately 750 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

1917 to date. approximately 400 double pages.

11. Location by dates and volume numbers
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information 1874 to 1902. #1 to 36. known as Record Books. All others known as Record of Arrests.

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U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station

1. Exact title Magistrates' Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1904 to date, 65 volumes.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, offender, officer, offense, complainant's and witness' name and address, disposition, disbribution of fines (State, City, Park Board, S.P.C.A.), remarks and name and signature of magistrate.

5. Indexing A to Z in front of volume by surname of offender.

6. Nature of recording by years Handwritten on printed and ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19 x 13 x 4 inches. Approximately 400 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves in storeroom, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station 1219 Pennsylvania Avenue

1. Exact title Roll Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1925 to date, 7 volumes. Prior records destroyed.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Division, date, time, number of posts, days of the week, time made, sickness, disability, other causes, name of officer and post to which assigned.

5. Indexing Not indexed; daily record.

6. Nature of recording by years Handwritten on ruled and printed sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 12 x 16 x 1¼ inch. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 3rd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Keswick Road and 34th Street.

1. Exact title Roll Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1916 to date. 73 volumes. not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Sergeant's platoon number, date, name of officer, detail to which assigned, signature, and name of sergeant.

5. Indexing Not indexed. Daily report.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8 x 12 x 3/4 inches. Approximately 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in no particular order on wooden shelves
(Buildings and rooms or vaults)
in basement storeroom.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Keswick Road and 34th Street.

1. Exact title Magistrates' Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1912 to date, 48 volumes, 1 to 48 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks District, date, name and address of offender, arresting officer, offense, complainant's name and address, disposition, distribution of fine (State, City, Park Board, S.P.C.A.), remarks of magistrate and name of magistrate.

5. Indexing Alphabetically in front of volume, by surname of offender.

6. Nature of recording by years Handwritten on printed and ruled forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14½ x 16-3/4 x 1½ inches. Approximately 150 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in basement storeroom.

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 18—4954

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Keswick Road and 34th Street.

1. Exact title Record of Arrests
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1900 to date; 72 volumes, 1 to 72 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date and time, cell number, name and address of offender, sex, age, color, nationality, occupation, marital status, offense, complainant's name and address, witness's name and address, name of arresting officer, disposition, fine and costs, magistrate's name.

5. Indexing Alphabetically in front of volume, by surname of offender.

6. Nature of recording by years See #13, over.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor (x), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14-3/4 x 17 x 2 inches. Approximately 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in basement storeroom.

12. Subtitle divisions by dates and volume numbers

13. Other information All volumes are leather bound with the exception of number 32 & 50 which are of cloth. Condition of volumes are good with the exception of volume number 1, 2, 21, 31, 32, 34, 51, which are broken and water soaked. All are handwritten on ruled and printed forms.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station, Keswick Road and 34th Street.

1. Exact title Magistrates Docket, Magistrate at large.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1916-1920, 20 volumes not numbered. This magistrate, James A. Dawkins, served the above years.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Compiled record of various districts in which magistrate served, including date of trial, name of offender, officer, offense, complainant's name and address, Jury trial (yes or no), name and address of witnesses, disposition, distribution of fine (State, City, Park Board, S.P.C.A.), remarks of magistrate.

5. Indexing Alphabetically in front of each volume by surname of offender.

6. Nature of recording by years Handwritten on printed and ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14-3/4 x 17 x 1½ inches. Approximately 150 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Now arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in center of storeroom, 3rd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Keswick Road and 34th Street.

1. Exact title Record of Marshall's office
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1863 to 1889. 45 volumes. dated by years on outside of binding. This system started in 1863 and was discontinued in 1889.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Compiled record of offenses committed in all districts of Baltimore City including date, name of arresting officer, name of offender and nature of offense, district in which offense occurred, amount of fines and costs, name of Justice.

5. Indexing Not indexed. Arranged chronologically by date of occurrence.

6. Nature of recording by years Handwritten on printed and ruled forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 13¼ x 18½ x 3-3/4 inches. Approximately 880 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom, 3rd floor, which is unkept and volumes
(Buildings and rooms or vaults)
covered with dust. Are now arranged in chronological order on wooden shelves in center of storeroom.

12. Subtitle divisions by dates and volume numbers

13. Other information 1863 to 1869, 6 volumes bound in leather; binding in poor condition. 1869-1870, 2 volumes bound in cloth; binding in good shape. 1870-1871, 2 volumes bound in leather; binding in fair condition. 1871-1872, 1 volume, bound in cloth; binding in excellent condition. 1872-1885, 24 volumes bound in leather, one third of which are in good condition, balance broken or water soaked. 1885-1889, 10 volumes, bound in cloth, in excellent condition.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station, Keswick Road and 34th Street.

1. Exact title, if any Communications File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1932 to date, 18 bundles, tagged, giving dates of enclosures.

3. Dates of obvious gaps None. Records are only kept for 5 years.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles 9 x 11-3/4 x 6 inches.

5. Types of records included Official Police communications between this Station House and Headquarters. Also reports of accidents and reports of occurrences on posts of officers.

6. Indexing Alphabetically, attached to each bundle, by surname of person or subject.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged chronologically on wooden shelves in basement storeroom.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station, Keswick Road and 34th Street

1. Exact title, if any Complaint File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935 to date. 6 bundles tagged according to contents. Records are only kept for 3 years.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles, 9 x 11 x 1 inch.

5. Types of records included Reports of missing persons, burglary reports, larceny, false pretenses, and lost articles; stolen automobiles, and recovery reports on above persons or articles.

6. Indexing Alphabetically on loose blank attached to each bundle, according to surname of complainant.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in basement storeroom.
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE 16—4955

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title, if any Police Department Reports

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1862 to date. 137 volumes, not numbered.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles 10 x 12 x 8 inches.

5. Types of records included Daily reports of patrolmen, covering activities on their respective posts, e.g. accidents, burgularies, etc.

6. Indexing

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in wooden file bins in Record Room
(Buildings and rooms or vaults)
2nd floor, rear.

U.S. GOVERNMENT PRINTING OFFICE c16—4955

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore

Bureau Western District Police Station

1. Exact title Record of Property Lost, Stolen, etc. Recovered; variation of title. Property Receipts.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1928 to date; 8 volumes, not numbered.

3. Missing volumes, by numbers and dates None. Prior years were destroyed.

4. Exact description of contents; summary of forms used; and general remarks Receipt number, description, recovery date, value, from whom, recovered, person charged, person claiming property, disposition of accused, name of officers in case, signature of officer or officers and claimant receiving property.

5. Indexing Alphabetically arranged according to first letter of claimant's surname.

6. Nature of recording by years Typescript on printed and ruled sheet.
(Handwritten, typescript, print, photostat, etc.)

Looseleaf binder.

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 x 6 x 6 inches. Approximately 100 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record room, second floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Record of Arrests
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1862 to date, 182 volumes. 1902 to date numbered 1 to 140; 1862 to 1902, 42 volumes not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Cell number, time of of arrest, name and address of offender, sex, age, color, nationality, occupation, married or single, able to read or write, offense, name and address of complainant, name and address of witnesses, arresting officer, disposition, fine, costs, magistrate.

5. Indexing Not indexed. Arranged according to date received.

6. Nature of recording by years Handwritten on Printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 18 x 3 inches. Approximately 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Catalog of Rogues' Gallery
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1864 to 1882. 1 volume. System discontinued in 1882.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of offender, photo number, offense, age, height, weight, build, color, where confined and term of servitude, date arrested, physical characteristics, arresting officer, name and value of article stolen and complaints.

5. Indexing Alphabetical according to surname of offender.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 8 x 2 inches. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Magistrates' Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1862 to date, 140 volumes, not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Offender, arresting officer, offense, name and address of complainant, name and address of witnesses, disposition, fine (State's share, City's share, Park Board's share, S.P.C.A. share), remarks of magistrate.

5. Indexing Indexed according to first letter of surname of offender, listing page number in docket.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—1954

THE VOLUMES FORM—Continued

10. Size 24 x 24 x 3 inches. Approximately 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room, 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Thieves' Register
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1862 to 1910, 9 volumes, not numbered. Discontinued in 1910.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name of thief, age, height, weight, color of hair and eyes, scars if any, physical characteristics, when arrested, type of thief, articles stolen, value of articles, complainant's name and date stolen.

5. Indexing Indexed according to surname of thief, listing page number.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 1862 to 1902, 16 x 10 x 2 inches. Approximately 600 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)
1902 to 1910, 16 x 10 x ½ inch. Approximately 100 pages.

11. Location by dates and volume numbers Records Room, 2nd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information 1862-1902, 4 volumes, leather bound; 1902-1910, 5 volumes, cloth.

U. S. GOVERNMENT PRINTING OFFICE 16—4054

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Rogues Gallery Photographs
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1864-1882. 4 volumes. not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Photographs and number of suspects apprehended in the Western District and held for Court action.

5. Indexing .....

6. Nature of recording by years Photographs pasted in used Sargeant Roll Books.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16 x 8 x 2 inches. Approximately 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room, 2nd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Western District Police Station

1. Exact title Paroled Prisoners from Maryland Penitentiary
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935 to date. 1 volume. not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name and color of prisoner, number, age, height, weight, color of eyes and hair, crime committed. City or County where tried, date paroled.

5. Indexing Alphabetically by surname of prisoner. in front of book.

6. Nature of recording by years Typescript on plain sheets. Photographs pasted on plain sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 12 x 8 x 3 inches. Approximately 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record room, 2nd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1915 to date. 51 bundles.

   This system started in 1915.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles, 8 x 8 x 6 inches.

5. Types of records included Name and address of complainant, person suspected, offense, name of officer investigating complaint.

6. Indexing Not indexed. Arranged chronologically by date received.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom, 3rd floor.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Complaint Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1901 to 1914. 76 volumes. not numbered. This system discontinued in 1914.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Name and address of complainant, person suspected, offense, name of officer, investigator of complaint.

5. Indexing A to Z in front of volumes, by surname of complainant.

6. Nature of recording by years Handwritten on plain sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 x 8 x 1 inch. Approximately 100 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
Storeroom, 3rd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Magistrates Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1902 to date. 90 volumes. not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Offender, arresting officer, offense, name and address of complainant, jury trial (yes or no), name and address of witnesses, disposition, distribution of fine (State, City, Park Board, S.P.C.A.), Magistrates name and remarks.

5. Indexing A to Z in front of volume, by surname of offender.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 24 x 4 inches. Approximately 500 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 3rd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Roll Call Book (See Watch Reports)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1875 to date. 294 volumes. not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Box or Post number, date, name of officer, time left, time returned, charges if any, district to which assigned, name and signature of sergeant.

5. Indexing Not indexed. Daily report.

6. Nature of recording by years Handwritten on plain sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8 x 14 x 1 inch. Approximately 100 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves in storeroom, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Watch Reports, 1845-1874, Record Books, 1875-1902, Record of Arrests, 1903 to date. (Same records in all 3).
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1845 to date, 165 volumes not numbered.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Watch reports, 1845 to 1874, 21 volumes; contain names of watchment on duty, date, names of prisoners, charges and remarks. Record Books and Record of Arrests, 1875 to date, 144 vol. contain date, offender, arresting officer, offense, complainant's name and address, disposition, magistrate's name and remarks.

5. Indexing See No. 13 over.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 14 x 4 inches. Approximately 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves, storeroom, 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Watch Reprots, not indexed, handwritten on plain paper. Record Books, not indexed, handwritten on printed forms. Record of Arrests, index in front of each volume, A to Z according to surname of offender, handwritten on printed forms. Watch Reports also contain roll call.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Magistrates' Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1860 to date, 137 volumes, no records prior to 1860.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Offender, officer's name, offense, complainant's name and address, jury trial (yes or no), witness' name and address, disposition, distribution of fine (State, City, Park Board, S.P.C.A.), magistrate's name and signature.

5. Indexing 97 vol. 1915 to date, A to Z in front of each vol. by surname of offender.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 24 x 5 inches. Approximately 350 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Police Record, 1860-1870, Record of Arrests, 1870 to date.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1860 to date, 234 volumes; Police Record, 12 volumes, 1860-1870, not numbered; Record of Arrests, 222 volumes, 1 to 222 inclusive.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Cell number, time, name and address of offender, sex, age, color, occupation, marital status, offense, complainant's name and address, witness's name and address, arresting officer, disposition, fine, cost, and magistrate.

5. Indexing 12 vols. 1860-70 not indexed. 222 vols. indexed A to Z in front of each vol. by surname of offender.

6. Nature of recording by years Handwritten on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth ( ), paper ( ). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18 x 24 x 4 inches. Approximately 300 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information No records prior to 1860. Police records and Records of Arrests also contain complaints received prior to 1916.

U. S. GOVERNMENT PRINTING OFFICE 18—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

61

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Roll Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1868 to date, 31 volumes, not numbered.

No records prior to 1868.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Date, time, reported, name of officer and badge number, detail assigned, sergeant's name and name of commanding officer.

5. Indexing Not indexed. Daily report.

6. Nature of recording by years Handwritten on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (x). Condition is: Excellent ( ), good (x), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8 x 14 x 1 inch. Approximately 150 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves
(Buildings and rooms or vaults)
in storeroom, 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

62

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1916 to date, 276 bundles.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Bundles, 8 x 8 x 6 inches.

5. Types of records included Complaints made to the Eastern police station for various causes, eg. robbery, drunkeness, disturbing the peace, disorderly conduct, etc. Name of officer detailed to investigate complaint and findings.

6. Indexing None. Arranged chronologically by date of complaint.

7. Condition of writing, paper, and containers Good.

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom, 2nd floor.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Index to Reports.

Police Department.

99

Date	No.		Date of Report.
	1	"Bronze Tablet" (General Charles A. Gaither.)	1933
	2	(Miscellaneous)	No date shown
	3	(Historical and Literary Map) "A map of the State of	1931
	"	Maryland showing notable facts relating to Scenes,	"
	"	Incidents, and persons made on Maryland's 300th	"
	"	Anniversary."	"
	4	(Photographs) "All the Chairmans of the Board of Police	1860-1920
	"	Commissioners from 1860-1920"	" "
	5	(Map) "Commercial Map of Baltimore City."	1924
	6	(Photograph) "Captain Thomas H. Carmichael as	1865
	"	Captain of Eastern District."	"
	7	"Our Police" Edited by De Francias Folsom	1888
	8	"Woods Baltimore City Directory" Published by John W. Wood	1878
	9	"Police Dockets" (48 Volumes)	1859-1906
	10	Sergeants Report (Daily) 1873 to date-302 Volumes	1873--.
	11	Roll Book, Daily roll call of officers, 1870 to Date 210 Volumes	1870--.
	12	Record of Arrests, 1860 to date, 226 Vol. #1-226.	1860--.
	13	Magistrates Docket, of the Central Police District of	1886--.
	"	the City of Baltimore, 1886 to Date-254 Volumes	1886--.
	14	Report of the Police Commissioner for the City of Baltimore	1867---
	"	to His Excellency the Governor of Maryland, 8 Volumes 1867--.	" "
	15	Criminal Record, 1903 to 1923. 30 Volumes.	1903-1923.
	16	Daily Trial Docket 1909 to Date 19 Volumes.	1909--.
	17	Card Index to Identification Files, 1923 to Date, 27000 cards.	1923--.
	18	Negative of Photographs, 1899 to Date	1899--.
	19	Card Index to Negatives of Photographs 1902 to Date	1902--.

Index to Reports.

Police Department.

No.		Date of Record.
20	Taxicab Chauffers Identification File, 1932 to date,	1932--.
21	Record of members of Police Department, 1923 to date.	1923--.
22	Criminal Records, 1923 to date.	1923--.
23	Criminal Record, Head file, 1923 to date.	1923--.
24	Prisoners Identification File, 1923 to date.	1923--.
25	Complaint & Accused File, 1906 to date.	1906--.
26	Pawn Brokers File, 1936 to date	1936--.
27	Index to Complaint & Accused file, 1906 to date	1906--.
28	Firearms File, 1906 to date.	1906--.
29	Maryland Penitentiary Descriptive List of released convicts.	1889--.
30	Firearms Report, 1906 to date, 30 Volumes.	1906--.
31	Record of Recoveries, Pawn Brokers System, Stolen or Lost	1914--.
"	property, 3 Volumes 1914 to date.	" "
32	Pawn Brokers Return to the Police Department 1935--.	1935--.
33	Fugitive Circulars (Nation Wide) 1905 to date, 25 Volumes.	1905--.
34	Lookout sheets, 1906 to date 30 Volumes	1906--.
35	Police Department Southwestern District.	No date shown.
36	Complaints or Police Reports to Chief Inspectors, 300 Bundles.	1910--.
37	Rogues Gallery referred to as "mugs" 2 Volumes 1 White 1 colored.	1901-1919.
38	Record Book from July. 17. 1884 to 1902; Record of Arrests from 1902	1902--.
39	Magistrates Docket, 174 Volumes 1899 to date,	1899--.
40	Roll Book, 21 Volumes 1901 to date.	1901--.
41	Police Department, Northwestern District,	No date shown.
42	Roll Book, 7 Volumes 1925 to date.	1925--.
43	Magistrates Dockets, 1904 to date. 65 Volumes.	1904--.
44	Record of Arrests, Record Book, 1874 to date, 179 Volumes.	1874--.

Index to Reports.

No	Police Department.	Date of Record
45	Complaint File, 1906 to date, 224 Bundles,	1906--.
46	Rolls Books 1875 to date, 47 Volumes	1875--.
47	Police Department, Western District	No date shown
48	Police Department Reports. 1862 to date. 137 Volumes	1862--.
49	Record of Property Lost, Stolen, etc, Recovered, Variation of title	1928--.
50	Record of Arrests. 1862 to date, 42 Volumes	1862--.
51	Catalog of Rogues Gallery 1864 to 1882 1 Volume	1864-1882.
52	Magistrates Dockets 1862 to date	1862--.
53	Thieves Register 1862 to 1910, 9 Volumes	1862-1910.
54	Rogues Gallery Photographs 1864-1882 4 Volumes.	1864-1882.
55	Paroled Prisoners from Maryland Penitentary	1935--.
56	Police Department Southern District	No date shown.
57	Watch Reports-1845-1874. Record Books-1875-1902	1845-1874.
"	Record of Arrests-1903 to date.	1875-1903--.
58	Roll Call Books 1875 to date 294 Volumes.	1875--.
59	Magistrates Docket 1902 to date	1902--.
60	Complaint Book 1901 to 1914 76 Volumes	1901-1914.
61	Complaints 1915 to date 51 Bundles	1915--.
62	Police Department. Northeastern District	No date shown.
63	Complaints 1916 to date 299 Bundles	1916--.
64	Magistrates Dockets 1912 to date 140 Volumes	1912--.
65	Record Book 1875-1902. Record of Arrests 1903 to date	1875 to 1903.
66	Police Department. Northern District	No date shown
67	Roll Books 1916 to date 73 Volumes	1916--.
68	Magistrates Dockets 1912 to date 48 Volumes	1912--.
69	Record of Arrests 1900 to date 72 Volumes	1900--.
70	Magistrates Docket. Magistrate at Large 1916 to 1920.	1916-1920.

No.	Police Department.	Date of Record
71	Record of Marshalls Office 1863-1889 45 Volumes	1863-1889.
72	Communications File 1932 to date 18 Bundles	1932---.
73	Complaint File 1935 to date 6 Bundles	1935---.
74	Police Department. Eastern District	No date shown.
75	Magistrates Dockets - 1860 to date 137 Volumes	1860---.
76	Police Record 1860-1870 Record of Arrests 1870 to date.	1860---.
77	Roll Book 1868 to date 31 Volumes	1868---.
78	Complaints 1916 to date 276 Bundles.	1916---.
79	Police Department, Central District, Traffic, Court Parts 1	No date shown
"	2 and 3. Office of the Police Commissioner, and Detective	" " "
"	Bureau including Bureau of Indentification,	" " "
80	Gov. John Lee Carroll to Police Commissioners	No date shown
81	Eastern Police Athletics to Captain Benj F. Kenny, 1883.	1883.
82	Eastern Police Station. 1864.	1864.
83	Old Army Rifles and Bayonets 1834-1858.	1834-1858.

WPA Form 16HR

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WORKS PROGRESS ADMINISTRATION

(1)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE PAINTINGS AND STATUARY FORM

County _____ City or town Baltimore

Agency or department Police Department

Bureau _____

Name of other owner, if any _____

Name of building Central Police Station Fallsway & Lexington St.
(Street address)

1. Item or items Bronze Tablet
(Paintings, etchings, drawings, statues, etc.)

2. Title or subject General Charles D. Gaither

3. One (Number of items) 1933 (Date or dates) 3½' x 2½' (Size or sizes)

4. Indicate by an (x) whether: Oil ( ), watercolor ( ), engraved (X), crayon ( ), pen-and-ink ( ), photostat ( ), mounted ( ), framed ( ), marble ( ), bronze (X).

5. Condition of work Excellent

6. Artist _____ (Publisher or engraver) _____ (Place of publication)

7. Location _____
(Rooms and vaults, corridors, parks, etc.)

8. Other information Erected by the Citizens of Maryland to General Charles D. Gaither, Police Commissioner. It has an engraving of General Gaither and writings of Commendation of his handling of Police affairs. Among those whose names are on the tablet are Senator M.E. Tydings, Hon. Philip Lee Goldsborough, Hon. Cabel C. Bruce, and Mayor Howard W. Jackson.

U.S. GOVERNMENT PRINTING OFFICE 16—4925

WPA Form 16HR

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WORKS PROGRESS ADMINISTRATION

(2)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE PAINTINGS AND STATUARY FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau .....

Name of other owner, if any .....

Name of building Central Police Department
(Street address)

1. Item or items Miscellaneous
(Paintings, etchings, drawings, statues, etc.)

2. Title or subject .....

3. .....
(Number of items) (Date or dates) (Size or sizes)

4. Indicate by an (x) whether: Oil ( ), watercolor ( ), engraved ( ), crayon ( ), pen-and-ink ( ), photostat ( ), mounted ( ), framed ( ), marble ( ), bronze ( ). In two glass cases

5. Condition of work Good

6. Artist .....
(Publisher or engraver) (Place of publication)

7. Location Assembly room 1st floor
(Rooms and vaults, corridors, parks, etc.)

8. Other information These two glass cabinets contain all kinds of weapons taken from criminals by police, such as; guns, steel knuckles, black jacks, counterfeit money, forged checks. Shoes taken from dope peddlers of which dope was concealed in them. There is a 45 Automatic that had been used in the hold up and killing of James T. Morris. It is exhibit #1. Each article is numbered in the case.

U.S. GOVERNMENT PRINTING OFFICE 16—4925

(2)

WPA Form 16HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE PAINTINGS AND STATUARY FORM

County ..... City or town Baltimore

Agency or department .....

Bureau .....

Name of other owner, if any .....

Name of building ..... (Street address)

1. Item or items ..... (Paintings, etchings, drawings, statues, etc.)

2. Title or subject .....

3. ..... (Number of items) (Date or dates) (Size or sizes)

4. Indicate by an (x) whether: Oil ( ), watercolor ( ), engraved ( ), crayon ( ), pen-and-ink ( ), photostat ( ), mounted ( ), framed ( ), marble ( ), bronze ( ).

5. Condition of work .....

6. Artist ..... (Publisher or engraver) (Place of publication)

7. Location ..... (Rooms and vaults, corridors, parks, etc.)

8. Other information There is a book with each article and number, explaining just exactly when and from whom taken. There is an interesting dope peddlers case #195. It is an ordinary book entitled "The Dark Mirror". It has a square about 4" x 8" cut out of the center of leaves. In here is the dope and instruments which the dope is used. There is also walnut shells which narcotic agents found dope concealed.

U.S. GOVERNMENT PRINTING OFFICE 16—4925

WPA Form 15HR

Baltimore County

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WORKS PROGRESS ADMINISTRATION

(3)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE MAPS AND PHOTOGRAPHS FORM

County ..... City or town Baltimore

Agency or department Baltimore Police Department

Bureau Department of Police

Name of other owner, if any State of Maryland

Name of building Central Police Station Fallsway & Lexington St
(Street address)

1. Item or items Historical & Literary Map
(Map or maps, photographs, etc.)

2. Area covered, title, or subject A map of the State of Maryland showing notable facts relating to scenes, incidents, and persons made on Maryland's 300th anniversary.

3. 1 (Number of items or pages) 1931 (Date or dates) 3' x 4' (Size or sizes)

4. Indicate by an (x) whether: Printed ( ), engraved ( ), black-and-white ( ), colored ( ), blue-print ( ), photostat ( ), mounted ( ), framed (X), relief ( ), shaded (X).

5. If map, also indicate 5 inches to a mile
(Scale) (Type of map: Physical, political, etc.)

6. Excellent
(Condition of writing or other work) (of paper, film, etc.)

7. Enoch Pratt Free Library Designed and drawn by Edwin Tunis
(Artist, author, etc.) (Publisher or engraver, if any) (Place of publication)

8. Location Assembly room 1st floor
(Rooms and vaults)

9. Other information This colored map shows all the principle incidents that have taken place in Maryland, their locations, dates and are illustrated by pictures in the past 300 years. There are pictures and dates of all the important battles that have been fought on Maryland soil.

U.S. GOVERNMENT PRINTING OFFICE 16—4921

Pictures and Illustrations on Historical and Literary Map (7)

1- Leonard Calvert purchasing land from Indians. St. Mary's County March 27, 1634

2- Fort Frederick built 1756 by Gov. Sharpe of Maryland as a defense against Indian invasion.

3- Anthony Steuart compelled to burn his Peggy Steuart ship in Annapolis harbor for importing tea October 19, 1774.

4- Maryland troop at the Battle of Long Island in which they saved the American army August 27, 1776

5- Building of the Chespeake & Ohio Canal 1828

6- Mason and Dixon surveying the boundary line between Maryland and Pennsylvania. 1763-1767

7- Colonel Trench Tilghman of Rock Hall Maryland on his ride to Philadelphia with the news of Yorktown October 1781.

8- Pictures (heads) of the four signers of Declaration of Independence from Maryland, Paca, Stone, Chase and Carroll.

9- Charles Carroll of Carrollton signing the Declaration of Independence.

10- George Washington resigning his Commission in the State House at Annapolis.

11- Maryland State House at Annapolis December 27, 1883

12- Bombardment of Fort McHenry September 1813. at which Francis Scott Key wrote the Star Spangled Banner.

13- The Battle of Antietam September 17, 1862

14- A representive soldier of the Revolutionary War and the World War dated 1776-1917.

15- Picture of Annapolis 1692-1696

16- The ships Ark & Dove in Chespeake Bay March 2, 1834

17- The type of Colonial houses used by Maryland Planters at the time of the Revolution Wicomico County

18- Picture of grain reaper invented by Jacob Thomas of Union Bridge Carroll County 1809.

19- Home of Thomas Stone Harbe de Venture

20- An English Carriage used by General Braddock and bought at Frederick Maryland from Governor Sharpe.

21- Home of Mesbaak Browning, Pioneer and Author of "40 years A Hunter", Garrett Co.

22- The first naval Battle in Amercian waters. Potomoc River April 23, 1635 the Maryland boats captured those of Claiborne.

23- First Prebyterian Church in America established by Francis Mackenie in Worcester C ounty

24- 3rd Haven meeting House of Easton, said to be the Oldest frame building for religious purposes in United States.

25- Calvert Meeting House built on land granted by Wm. Penn 1701.

26- Terra Rubra near the Monocacy FRancis Scott Key birthplace August 1, 1779

27 British Attacking Havre de Grace May 3, 1813.

28- Settlers escaping from the Indians to Baltimore.

WPA Form 15HR

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WORKS PROGRESS ADMINISTRATION

4

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE MAPS AND PHOTOGRAPHS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

Name of other owner, if any .....

Name of building Central Police Station Fallsway & Lexington St.
(Street address)

1. Item or items Photographs
(Map or maps, photographs, etc.)

2. Area covered, title, or subject All the Chairmans of the Board of Police Commissioners from 1860-1920

3. ..... 1860-1920 30" x 18"
(Number of items or pages) (Date or dates) (Size or sizes)

4. Indicate by an (x) whether: Printed ( ), engraved ( ), black-and-white ( ), colored ( ), blue-print ( ), photostat (X), mounted ( ), framed (X), relief ( ), shaded ( ).

5. If map, also indicate .....
(Scale) (Type of map: Physical, political, etc.)

6. Good
(Condition of writing or other work) (of paper, film, etc.)

7. .....
(Artist, author, etc.) (Publisher or engraver, if any) (Place of publication)

8. Location Police Commissioner's Anti Room 4th Floor
(Rooms and vaults)

9. Other information A series of photographs of the Chairmans of the Police Board from 1860-1920. There are 18 of them, a list is attached to this sheet with dates of office.

U. S. GOVERNMENT PRINTING OFFICE 16—4921

(4)

Charles Howard	1860-1861	
Nicholas L. Wood	1862-1864	
Samuel Hindes	1864-1866	
James Young	1866-1867	
Leferne Jarrett	1867-1870	
John W. Davies	1870-1871	
Wm. H.B. Fusselbaugh	1871-1881	
George Colton	1881-1887	
Edison M. Schryner	1887-1897	
Daniel C. Heddinger	1897-1900	
George M. Upsher	1900-1904	
George R. Willis	1904-1908	
Sherlock Swarm	1908-1910	
John B. A. Wheltle	1910-1912	
Morris A. Sopher	1912-1913	Now Federal Judge
James McEvoy	1913-1914	
Daniel C. Ammidon	1914-1916	
Saurason Riggs	1916-1920	

WPA Form 15HR

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WORKS PROGRESS ADMINISTRATION

(5)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE MAPS AND PHOTOGRAPHS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

Name of other owner, if any .....

Name of building Eastern Police Station Bank and Bond Sts.
(Street address)

1. Item or items Map
(Map or maps, photographs, etc.)

2. Area covered, title, or subject Commercial Map of Baltimore City

3. 1 (Number of items or pages) 1924 (Date or dates) 3' x 4' (Size or sizes)

4. Indicate by an (x) whether: Printed ( ), engraved ( ), black-and-white ( ), colored (X), blue-print ( ), photostat ( ), mounted ( ), framed ( ), relief ( ), shaded ( ).

5. If map, also indicate 1500 ft. to 1 inch (Scale) Commercial (Type of map: Physical, political, etc.)

6. Good (Condition of writing or other work) (of paper, film, etc.)

7. (Artist, author, etc.) Pintner & Figle (Publisher or engraver, if any) 333 St. Paul Pl. Baltimore (Place of publication)

8. Location Assembly Room 3rd Floor
(Rooms and vaults)

9. Other information This map also gives a street guide, shows all parks, lakes, bay, wharfs, hospitals, institutions, and business places of any note.

U. S. GOVERNMENT PRINTING OFFICE 16—4921

WPA Form 15HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

6

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE MAPS AND PHOTOGRAPHS FORM

County _____ City or town Baltimore

Agency or department Police Department

Bureau Police

Name of other owner, if any _____

Name of building Eastern Police Stations Bank & Gough Streets
(Street address)

1. Item or items Photograph
(Map or maps, photographs, etc.)

2. Area covered, title, or subject
Captain Thomas H. Carmichael as Captain of Eastern District

3. One (Number of items or pages) 1865 (Date or dates) 36" x 20" (Size or sizes)

4. Indicate by an (x) whether: Printed ( ), engraved ( ), black-and-white (X), colored ( ), blue-print ( ), photostat ( ), mounted ( ), framed (X), relief ( ), shaded ( ).

5. If map, also indicate _____ (Scale) _____ (Type of map: Physical, political, etc.)

6. _____ (Condition of writing or other work) _____ (of paper, film, etc.)

7. _____ (Artist, author, etc.) _____ (Publisher or engraver, if any) _____ (Place of publication)

8. Location Assembly room 2nd floor
(Rooms and vaults)

9. Other information Photograph of Captain Thomas H. Carmichael, first police captain after the reorganization of the police from Watchman 1864.

U.S. GOVERNMENT PRINTING OFFICE 16—4921

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau .....

1. Exact title "Our Police"
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1888 Edited by de Francias Folsom 546 pages.

3. Missing volumes, by numbers and dates .....

4. Exact description of contents; summary of forms used; and general remarks

A history of the Baltimore Police Force from the first watchman to the latest appointee. Illustrated with portraits and etchings.

5. Indexing A to Z

6. Nature of recording by years Printed
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (x), very poor ( ).

8. Condition of writing: Excellent (x), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

THE VOLUMES FORM—Continued

10. Size
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information This book gives the history of Baltimore's earliest offices 1706 - 1784, also of the Public executioner and the various devices for punishment, such as branding irons, pillary, stocks & ducking stools. Illustrations are given of these.
Thomas Long was first Sheriff of Baltimore County - 1687, page 10.
First Baltimore police force formed in 1784 - page 15.
Harry Gilmore, a famous Confederate general was Police Commissioner from 1873-78, page 90-91; he was mainly instrumental in introducing tactics & disciplin into the Police Force. His bravery & coolness did much toward quelling the riots, 1877.
On page 480 there is a picture of ahorse-drawn patrol wagon with horse hooked to it and the driver on the seat, Eastern District.
This book gives a history of all the important crimes of the period 1784 to 1888.
The first performance by the police for the benefit of the "Poor Excursion Fund", hundreds of poor mothers & sickly babies & given the opportunity during the heated season to enjoy a day's recreation. Page 480 - 482. Started 1881.

U. S. GOVERNMENT PRINTING OFFICE 16—4054

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

(8)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Detective Bureau

1. Exact title Woods' Baltimore City Directory
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
Woods Baltimore City Directory -- 1878 998 pages.
Painted & Published by John W. Wood

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks
This book has a regular directory and also a business directory, and street directory. It lists the streets as left & right. There are a great number of streets listed that have been changed to different names.

5. Indexing A to Z

6. Nature of recording by years Printed
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (x), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (x), very poor ( ).

8. Condition of writing: Excellent ( ), good (x), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (x), poor ( ), very poor ( ).

THE VOLUMES FORM—Continued

10. Size
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Johns Hopkins University was located at this time at Howard & Ross Sts. There were 7 regular Professors, 12 associate instructors & 20 fellows. An advertisement for Dumb Waiters is shown on 1st page. It is a very crude apparatus compared to the modern ones. It is advertised by James Bates, cor. Pratt & President St. There is no President St. Now. It advertises Beaus Hotel opposite Front St. Theatre. Rates were very low $5 - $6 per week. There are a great many lamp &oil dealers listed on pg. 920. Of all the hotels listed there is only one operating today, The Rennert . It was then called the Rennert House and was at 45 W. Fayette St. A great number of horse dealers listed on pages 911-912. No autos then.

U. S. GOVERNMENT PRINTING OFFICE 16—4954

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(9)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

1. Exact title Police Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

No. 1 1859	No. 3 1861	No. 5 1863	No. 10 1868	Aprox 500 to
2 1860	4 1862	6 1864	11 1869	600 pages
7 1865	8 1866	9 1867	12 1870	

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks

Records of Arrests which consist of the crime committed, the officer making the arrest, the date of arrest, fine or sentence or both. Also roll calls and records of any officers who were absent or late

5. Indexing No

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (X), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (X), very poor ( ).

8. Condition of writing: Excellent ( ), good (X), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (X), poor ( ), very poor ( ).

(9)

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

1. Exact title Police Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

No. 13 1871	No. 16 1874	No. 19 1877	No. 22 1880
14 1872	17 1875	20 1878	23 1881
15 1873	18 1876	21 1879	24 1882

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks
Records of Arrests which consist of the crime committed, the officer making the arrest, the date of arrest, fine or sentence or both. Also roll calls and records of any officers who were absent or late.

5. Indexing None

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (X), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (X), very poor ( ).

8. Condition of writing: Excellent ( ), good (X), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (X), poor ( ), very poor ( ).

THE VOLUMES FORM—Continued

10. Size
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information These records are kept in a locked room. While I was looking them over I was accompanied by a police sergeant. He did not have the time to let me go through the volumes. I could only get time to record them and look at the contents of two or three.

U. S. GOVERNMENT PRINTING OFFICE 16—4054

(9)

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

1. Exact title Police Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

# 25	1883	No.	28	1886	No.	31	1889	No.	34	1892
26	1884		29	1887		32	1890		35	1893
27	1885		30	1888		33	1891		36	1894

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks

Records of Arrests which consist of the crime committed, the officer making the arrest, the date of arrest, fine or sentence or both. Also roll calls and records of any officers who were absent or late.

5. Indexing None

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (X), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (X), very poor ( ).

8. Condition of writing: Excellent ( ), good (X), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (X), poor ( ), very poor ( ).

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Police

1. Exact title Police Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

No. 37 1895	No. 40 1898	No. 43 1901	No. 46 1904
38 1896	41 1899	44 1902	47 1905
39 1897	42 1900	45 1903	48 1906

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks

Records of arrests which consist of the crim committed, the officer making the arrest, the date of arrest fine or sentence or both. Also roll calls and records of any officers who were absent or late.

5. Indexing None

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (X), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor (X), very poor ( ).

8. Condition of writing: Excellent ( ), good (X), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (X), poor ( ), very poor ( ).

Buffington - Sindall & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(10)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Central Police Station

1. Exact title Sergants Report (Daily)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1873 to date 302 volumes not numbered

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks Showing distribution of detail of officers under his command. Daily report. Name of officers; name & signature of sergeant

5. Indexing not indexed

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14" X 10" X 3/4" approx 175 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 292 volumes in storeroom, balcony of Central Police Station
(Buildings and rooms or vaults)

10 volumes in clerks office, Central Police Station

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sundell & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(11)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Central Police Station

1. Exact title Roll Book.
(Indicate variations of title, if any)
Daily roll call of officers

2. Dates, total volumes, and volume numbering or lettering by years
1870 to date 210 volumes not numbered

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks Date - division - Name of officers - Post number - Days reported - Total days - Days off for sickness - disability or other causes -

5. Indexing none.

6. Nature of recording by years ✓ on printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24" x 12" x 1" approx 275 sheets
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 205 Volumes in Balcony Storerooms, Central Police Station
(Buildings and rooms or vaults)
5 volumes in clerk office - Central Police Station

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4054

Buffington - Sindall & Cook.

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

(12)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore

Bureau Central Police Station

1. Exact title Record of arrests.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

May 1-1860 to date 226 Vol. #1 to 226

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Each number - Time arrested - Name & address of offender - sex - age - color - nationality - occupation - marital status - read & write - offense - name & address of complainant & witnesses - arresting officer - disposition - amount of fines & costs - magistrate name

Not indexed

5. ~~Indexing~~ Arranged alphabetically according to surname of offender

6. Nature of recording by years on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size Vol 1 to 52 - 24" x 14" x 3" Appx. 400 pgs
(Height, width, and thickness, and average number of pages, by uniform groups)
Vol 53 to 226 - 24" x 16" x 1½" Appx. 200 double pgs

11. Location by dates and volume numbers
(Buildings and rooms or vaults)
Storerooms - Balcony - Central Police Station

12. Subtitle divisions by dates and volume numbers

13. Other information General condition of volumes 1 to 140 is very poor

Buffington - Sentell - Crk

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(13)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore

Bureau Central Police Station

1. Exact title Magistrates Dockets
(Indicate variations of title, if any)
Magistrates Dockets of the Central Police District of the City of Baltimore

2. Dates, total volumes, and volume numbering or lettering by years
July 24 - 1886 to date 254 volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date - Name & address of offender - Arresting officer - Offense - Name & address of complainant - Jury trial (yes or no) name & address of witnesses - disposition of case - Distribution of fine e.g. (State - City - Park Board - S. P. C. A. - Miscellaneous -) Remarks of magistrate

5. ~~Indexing~~ Not indexed Arranged alphabetically according to surname of offender - Listing page number in letter list

6. Nature of recording by years one printed & ruled sheet
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24" x 14" x 1 1/2" approx. 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 243 volumes on wooden shelves, Storeroom
(Buildings and rooms or vaults)
Balcony of Central Police Station - arranged in chronological order.

Last 11 volumes in Court Room - Central District.

12. Subtitle divisions by dates and volume numbers

13. Other information First 114 volumes - 1886 to 1916 - condition of binding is very poor

Cook, Buffington & Lindsell do not type

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(14)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau ~~Police Department~~ Commissioner's Office

1. Exact title Report of the Police Commissioner for the City of Baltimore to His Excellency the Governor of Maryland
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 8 volumes from 1867 to date

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Reporting of the activities of Police Department

5. Indexing ~~None~~ In same volume 6-3 according to subject

6. Nature of recording by years Print
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 X 7 X 1 1/2 inches Approx. 500 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 4th floor, Commissioners Office
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sentell - Crook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(15)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification - Police Department

1. Exact title Criminal Record.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1903 to 1923 30 volumes 1 to 30
prior records destroyed
This systems discontinued in 1923

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Registration Number. Date - Date of arrest - Name & address of prisoner - Name of officer making arrest - Crime - Physical description (as set tables, e.g. Age - Height - Weight - Occupation - marks on body, etc.) Disposition & remarks of presiding Judge.

Not indexed

5. ~~Indexing~~ Arranged alphabetically by first letter of surname of prisoner, by Registration Number

6. Nature of recording by years ✓ on printed forms
(Handwritten, typescript, print/photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4054

THE VOLUMES FORM—Continued

10. Size 14"x10"x3" approx 300 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves on south wall of Bertillon Room 3rd floor Central Police Building
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information These records contain the records of prisoners whose registration numbers are between 1215 and 19420

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sindall & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(16)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification, Police Department.

1. Exact title Daily Trial Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1909 to date. 19 volumes not numbered

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks charge - date - case number - court - name of officer making arrest. Past record of prisoner if a repeater. Disposition & name of presiding Judge

Not indexed.

5. ~~Indexing~~ Daily Record.

6. Nature of recording by years ✓ on ruled sheets.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4054

THE VOLUMES FORM—Continued

10. Size 16" X 10" X 3/4" approx 275 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves on south wall of Bertillon Room - 3rd floor Central Police Building.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Tindall & Cook

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(17)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification - Police Department

1. Exact title, if any Card Index to Identification Files

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1923 to date approx 27000 cards contained 16 double file boxes
cards 5"x3"

System started in 1923

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 12" 5x10" contained in 2 steel file cabinets 4½x1½x2 ft

5. Types of records included Card containing Name & alias of prisoner, color - Registration number & Finger print classification. Also contains name & address of Taxi-cab Chauffeurs & members of Police Department & their Finger print classification

6. Indexing A to Z by surname of prisoner

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. North wall - Bureau of
(Buildings and rooms or vaults)
Identification - Central Police Station

U.S. GOVERNMENT PRINTING OFFICE 016—4955

Bufferfin - Sinisal + Cook.

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(18)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Ageney or department City of Baltimore Police Department

Bureau Bureau of Identification - Police Department

1. Exact title, if any Negative of Photographs

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1899 to date. Reg. no. #173 to 44,444 contained in 53 file boxes.

No records prior to 1899

3. Dates of obvious gaps none.

4. Sizes of file boxes, bundles, etc., by uniform groups 24" 15" x 12" double file drawers contained in 14 steel cabinets 4'½ x 1'½ x 1'4 ft

5. Types of records included Envelope containing Name - Registration Number + negative of photograph of prisoner

Not indexed

6. ~~Indexing~~ Arranged chronologically by Registration number

7. Condition of writing, paper, and containers good.

8. Location by dates and numbers of file boxes, etc. Bertillon Room 3rd floor
(Buildings and rooms or vaults)
Central Police Building

U.S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington - Sinclair & Cook.

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(19)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Bureau of Identification, Police Department

1. Exact title, if any Card Index to Negatives of Photographs

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1902 to date approx 41,000 cards contained in 60 wooden file boxes.
Card 3"x5"

System started in 1902

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 20"x6"x5" in 6 sectional cabinets
2x3x3 H

5. Types of records included Name - address - age - height - weight - complexion - color of hair & eyes - condition of teeth - date crime committed
Registration number

6. Indexing

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. North wall of Detailers Room, 3rd floor
(Buildings and rooms or vaults)
Central Police Building.

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington - Sindall & Cook

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(20)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification - Police Department

1. Exact title, if any Bureau Chauffer's Identification File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1932 to date # 1 to 8126 8126 cards contained in 4 steel file boxes. card 8"x8"

This system started in 1932

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 16"x14"x20" in 1 steel cabinet 4 1/2 x 1 1/2 x 2 ft.

5. Types of records included Identification card containing photograph Name - address & Description of chauffer - Age - When born Hght - Wght - Color of Hair & eyes & Identification number

Not indexed

6. ~~Indexing~~ Arranged chronologically by Identification number.

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. East wing - Bureau of (Buildings and rooms or vaults)

Identification - 3rd Floor - Central Police Bldg

U.S. GOVERNMENT PRINTING OFFICE o16—4055

Duffington - Sindall v Cobb

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(21)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Ageney or department City of Baltimore Police Department

Bureau Bureau of Identification Police Department

1. Exact title, if any Record of Members of Police Department

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1923 to date 2095 folders contained 6 steel file boxes
#1 to 2095 card 8"x8"

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 16"x14"x20" in steel cabinet
4½"x1½"x2 ft

5. Types of records included Names - address - Identification number - Finger prints & photographs negative of the members of the police force.

Not indexed

6. ~~Indexing~~ Arranged chronologically by Identification number

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. East wall of Identification Bureau 3rd Floor Central Police Station
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington - Sindall & Cook.

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification, Police Department

1. Exact title, if any Criminal Records

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1923 to date #19500 Reg. No. to 44444 contained in 70 file boxes.

This system organized in 1923.

3. Dates of obvious gaps

4. Sizes of file boxes, bundles, etc., by uniform groups 16" x 14" x 20" in 14 steel cabinets 4 ft x 1 ft x 2 ft.

5. Types of records included Cardboard folders containing Registration Number, Date of arrest - Name & address of prisoner - Name of arresting officer - Crime - Finger Prints - Disposition & remarks of Judge. Physical description (scars, tattoos, eg. - Age - Height - Weight - occupation - marks on body - etc)

Not indexed 6. ~~Indexing~~ Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. East wall of Bureau of Identification
(Buildings and rooms or vaults)
3rd Floor - Central Police Building.

U.S. GOVERNMENT PRINTING OFFICE 616—4955

Buffington - Sandell - Cook

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Bureau of Identification - Police Department

1. Exact title, if any Criminal Records Dead File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1923 to date approx 100 folders contained in 1 file box

These records are taken from the active file when notification has been received that prisoner is dead.

3. Dates of obvious gaps none - not kept prior to 1923.

4. Sizes of file boxes, bundles, etc., by uniform groups 16"x14"x20"

5. Types of records included Cardboard folders containing Registration number - Date of arrest - Name & address of prisoner - Name of arresting officer - Crime - Finger Prints - Disposition & remarks of Judge, Physical description of prisoner Date & cause of death.

Not indexed

6. ~~Indexing~~ Arranged chronologically by Registration number.

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. East wall of Bureau of Identification
(Buildings and rooms or vaults)
3rd floor - Central Police Building.

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington - Sonntag v Cook

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(2K)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Bureau of Identification - Police Department

1. Exact title, if any Prisoners Identification File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1923 to date 19500 to 44,444 in 48 steel file cabinets
Card 8"x8"

System started in 1923

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 16"x14"x20" in 17 steel cabinet
4½x1½x2 ft.

5. Types of records included Card containing Registration number - Finger prints of prisoner - Name & address - Crime - Name & district of arresting officer - Date arrested - Color - occupation - Hght - Wght - Age - Where born - complexion - Build - Color of Hair - Marks on body & signature of prisoner

Not indexed 6. ~~Indexing~~ Arranged chronologically by Registration number

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. West wall of Bureau of
(Buildings and rooms or vaults)
Identification - 3rd Floor - Central Police Station

U.S. GOVERNMENT PRINTING OFFICE o16—4955

MALE

(24)

No.

Name

Classification

Alias

RIGHT HAND

1. Right Thumb	2. R. Fore Finger	3. R. Middle Finger	4. R. Ring Finger	5. R. Little Finger

LEFT HAND

6. Left Thumb	7. L. Fore Finger	8. L. Middle Finger	9. L. Ring Finger	10. L. Little Finger

LEFT HAND	RIGHT HAND
Plain impressions taken simultaneously	Plain impressions taken simultaneously

Impressions taken by

Classified by

Date

208—27m—11-18-34—P. B.

DEPARTMENT OF POLICE, BALTIMORE, MD. **BUREAU OF IDENTIFICATION**

Name ..... **Age** .....

Alias ..... **Born in** .....

Residence ..... **Arrested** ..... **Complexion** .....

Crime ..... **Color** ..... **Mustache** .....

Officer ..... **Occupation** ..... **Weight** .....

District ..... **Height** ..... **Build** .....

Complainant ..... **Eyes** ..... **Hair** .....

Method employed in committing this crime .....

Marks and Scars .....

Prisoner's signature .....

FEMALE

(24)

No.

Name

Classification

Alias

RIGHT HAND

1. Right Thumb	2. R. Fore Finger	3. R. Middle Finger	4. R. Ring Finger	5. R. Little Finger

LEFT HAND

6. Left Thumb	7. L. Fore Finger	8. L. Middle Finger	9. L. Ring Finger	10. L. Little Finger

LEFT HAND	RIGHT HAND
Plain impressions taken simultaneously	Plain impressions taken simultaneously

Impressions taken by

Classified by

Date

208a—27m—9-25-30—P. B.

DEPARTMENT OF POLICE, BALTIMORE, MD. **BUREAU OF IDENTIFICATION**

Name ..... Age .....

Alias ..... Born in .....

Residence ..... Arrested ..... Complexion .....

Crime ..... Color ..... Mustache .....

Officer ..... Occupation ..... Weight .....

District ..... Height ..... Build .....

Complainant ..... Eyes ..... Hair .....

Method employed in committing this crime .....

Marks and Scars .....

Prisoners signature .....

(24)

POLICE DEPARTMENT

BALTIMORE, MARYLAND

OFFICE OF THE CHIEF INSPECTOR

GEORGE G. HENRY
CHIEF INSPECTOR

STEPHEN G. NELSON
FRANK R. GATCH
THOMAS J. MOONEY
INSPECTORS

Dear Sir:-

Your No.

has been identified as our No.

Kindly send me a copy of his criminal record, in form for presentation in court; (not certified). A copy of this subject's record will be sent you at any time, on request.

F. P. C. _____

Yours respectfully,

GEORGE G. HENRY, Chief Inspector.

P. S. Kindly address your reply to Commanding Officer, Bureau of Identification.

(24)

POLICE DEPARTMENT
CITY OF BALTIMORE

45—20m—11-9-33—P. B.

District

Docket No.

Name

Alias

Charge

Date of arrest

Officer making arrest

Captain

Disposition of case

Buffington - Sindall & Cook.

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(25)

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore (Police Department)

Bureau Detection Bureau.

1. Exact title, if any Complaint & Accused File (See "Index to ...

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1906 to date appx. 300,000 folders in 74 steel file boxes

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 15" x 12" x 34" in 15 steel cabinets
1/4 x 4 x 3 ft.

5. Types of records included Contain all papers & correspondence pertaining to complaint of accused in the matter of stolen property.

~~6. Indexing~~ Arranged chronologically by number given case.

7. Condition of writing, paper, and containers good.

8. Location by dates and numbers of file boxes, etc. West wall Room 312
(Buildings and rooms or vaults)
3rd Floor Police Building

U.S. GOVERNMENT PRINTING OFFICE c16—4955

Buffington - Sindall & Cook

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(26)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore. Police Department

Bureau Detective Bureau

1. Exact title, if any Pawn Broker File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1936 - date. approx 500,000 cards in 130 double wooden file boxes. card 3"x5"

These files are only kept 6 months

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 12"x5"x22" in 1 wooden file cabinet 21 x 4 x 2 ft. on north wall of Room 312.

5. Types of records included Card containing information of articles placed in pawn - Name of article - Date pawned - name of Article Broker - Initials on article if any. Pawn number Description of article. Sheet number. -

Merchandise

6. ~~Indexing~~ Arranged alphabetically by name of article.

7. Condition of writing, paper, and containers good.

8. Location by dates and numbers of file boxes, etc. Room 312 3rd Floor. (Buildings and rooms or vaults)

Central Police Station.

U.S. GOVERNMENT PRINTING OFFICE 616—4955

over

Red card with tab - For Rings only.

Red Card - Jewelry, other than rings or watches.

Buff Card - For watches only.

Brown Card - For number of works of watch.

Yellow Card - For initials on watch

Blue Card - For all articles other than those listed above.

C

Article	Man's or Woman's No.	Kind of Material No.
RING (26)		

Date of Pawn	Design, Style or Kind
Broker	Inscription or Marks
No. of Pawn	
Kind of Setting	
	No. of Stones, Kind and Weight
	Sheet No.

ARTICLE

SYMBOL No.

MATERIAL No.

DATE OF PAWN

DESIGN, KIND, No. OF PIECES, etc.

BROKER

INSCRIPTION

NO. OF PAWN

SETTING

No. OF STONES, KIND AND WEIGHT

SHEET No. _____

237—96m—P. B.

Kind of Watch & Material

(26)

Movement Number

Date:	
Broker:	
Pawn No.	Initials or Inscriptions
Make & No. of Jewels	
Scratch No.	
Stone Sets	
	Sheet No.

51—REMINGTON RAND INC., - 13 - B.P. 9096 ⊕

Kind of Watch & Material	Case Number

Date:	
Broker:	
Pawn No.	Initials or Inscriptions
Make & No. of Jewels	
Scratch No.	
Stone Sets	
	Sheet No.

51 —Remington Rand Inc., - 13 - B.P. 9096 ⊕

S

26

Kind of Watch & Material	Initials, Inscriptions, etc.
Date	
Broker	
Pawn No.	
Make & No. of Jewels	
Move No.	Stone Sets
Case No.	
Scratch No.	Sheet No.

ARTICLE

(26)

Form 209—P. B.

DATE PAWNED _____ MAKE _____

BROKER _____ INITIALS _____

No. OF PAWN _____

DESCRIPTION _____

_____ _____ _____

_____ _____ _____

_____ _____ _____

_____ _____ _____

_____ SHEET No. _____

Buffington, Sindall & Cook.

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(27)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Detective Bureau

1. Exact title, if any Index to complaint & accused file.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1906 to date approx. 600,000 cards in 233 steel file boxes. Cards 3"x5"

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 15" x 22" in 3 steel cabinets: 5 x 3 x 3 ft.

5. Types of records included White Card contains, Name & address of claimant, Case number, Name of accused - Date - Charge - District where charge originated - File Number - Name of Detective assigned to case. Blue Card contains: Case number - Accused - Claimant & remarks.

6. Indexing Alph. according to name of complainant

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. West wall, Room 312 (Buildings and rooms or vaults)

3rd Floor Police Bldg.

U. S. GOVERNMENT PRINTING OFFICE o16—4955

(27)

Accused _____ Case No. _____

_____

Claimant _____

_____

_____

_____

_____

_____

_____

_____

291—25m—1-11-37—P.B.

Accounts board

(27)

CLAIMANT _____ CASE _____

ADDRESS _____

ACCUSED _____ DATE _____

_____

CHARGE _____

_____

_____

DISTRICT _____ FILE _____

ASSIGNED TO _____

_____ _____

Form 252— P. B.

Complaint board

Buffington - Sundell & Crook.

WPA Form 13HR

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WORKS PROGRESS ADMINISTRATION

(28)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

..... HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Detective Bureau.

1. Exact title, if any Firearms File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1906 to date app. 20,000 cards in 20 steel file boxes
card "3x5"

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 6"x4"x20" in 1 steel cabinet
1'1/4 x 4'1/2 x 2 ft.

5. Types of records included Firearms sold in Baltimore City. Type of Firearm - Style - Caliber - No. of chambers - Mfg. number Make - Name & address of person or firm selling. Report number - Identification marks if any.

Not indexed

6. ~~Indexing~~ Arranged alphabetically by surnames of sellers.

7. Condition of writing, paper, and containers good.

8. Location by dates and numbers of file boxes, etc. East wall, Room 312
(Buildings and rooms or vaults)
3rd Floor Central Police Bldg.

U.S. GOVERNMENT PRINTING OFFICE 16—4955

(28)

Style	**PISTOL**	Number
Caliber		Make
Chambers		Report No.

SOLD, HIRED, LOANED OR DONATED BY

Name

Address

SPECIAL MARKS OR INFORMATION

Cont. Buffington

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

29

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Detective Bureau

1. Exact title Maryland Penitentiary Descriptive List of Released Convicts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1889 to date in 4 volumes

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Description number, name, place of nativity, age, race, sex, hair, eyes, stature, weight, place of residence, occupation, court where convicted, crime, date of reception, sentence, date of commutation, expiration of sentence, original expiration of sentence and date of discharge

5. Indexing In same volume by first letter of convicts surname

6. Nature of recording by years typewritten on printed sheet
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 x 7 x 1 1/2 inches Approx. 400 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room number 315 3rd floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Beffington - Sindall & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(30)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Detective Bureau.

1. Exact title Firearms Report
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1906 to date. 30 Volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks

Monthly reports of Firearms sold in Baltimore City
Date - Weapon - Trade name of weapon - calibre. number of chamber - Manufacturer number - Name + address of purchaser. Description of purchaser -

Not indexed

5. ~~Indexing~~ Arranged by date of receipt

6. Nature of recording by years ✓ on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24" x 18" 5" App- 500 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Store room #315 - Detective Bureau
(Buildings and rooms or vaults)
3rd floor - Police Bldg

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington book & binder

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(31)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Detective Bureau

1. Exact title Record of Recoveries Pawn Brokers System
(Indicate variations of title, if any)
(stolen property or lost)

2. Dates, total volumes, and volume numbering or lettering by years 3 volumes from 1914 to date

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Pledge number, report number, name of broker, article, officers name, disposition, value, name and address of claimant, date of recovery

5. Indexing None

6. Nature of recording by years Handwritten on ruled and printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✗), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✗), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✗), poor ( ), very poor ( ).

16—4054

THE VOLUMES FORM—Continued

10. Size 18X12X2 Approx 300 pages 2 volumes from 1914 to 1933 general condition is poor
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers West wall Room 312 3rd floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 13—4054

Buffington, Cook & Lindall

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(32)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Detective Bureau

1. Exact title Pawn Brokers Return to the Police Department
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 10 volumes from 1935 to date, not numbered

3. Missing volumes, by numbers and dates None, are only kept for 13 months

4. Exact description of contents; summary of forms used; and general remarks Number of pawn ticket, value, article, material, style or kind, color etc. and a description of person pawning article. These sheets are delivered to police inspector daily.

5. Indexing None, are arranged according to date

6. Nature of recording by years handwritten on ruled and printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent (✓), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent (✓), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent (✓), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 X 18 X 12 inches Approx 800 pages
(Height, width, and thickness, and average number of pages by uniform groups)

11. Location by dates and volume numbers Record Room Room 315 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 13—4954

Buffington - Sandel & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(33)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Detective Bureau.

1. Exact title Fugitive Circulars (Nation wide.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1905 to date 25 Volumes

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Forms giving description & photograph of person wanted. Reward - Crime committed. By whom wanted & date. These circulars are pasted in volumes on plain paper - These volumes also contain circulars on missing persons

5. ~~Indexing~~ Pasted in book in new serial.

6. Nature of recording by years Circulars are printed.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24"x14"x6" approx 500 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 315 Detective Bureau, 3rd Floor Central Police Bldg.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 13—4954

Buffington Sandoe & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(34)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Detective Bureau

1. Exact title Lookout sheets.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1906 to date 30 volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contain printed forms, describing missing persons, stolen articles - Stolen Automobile etc.

Not indexed

5. Indexing Arranged in chronological order by dates.

6. Nature of recording by years printed forms pasted in book
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓) fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8"x6"x2" Approx. 300 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 315 Detective Bureau
(Buildings and rooms or vaults)
3rd Floor - Police Bldg.

12. Subtitle divisions by dates and volume numbers

13. Other information

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

35

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Southwestern District Police Station
S. Calhoun St. cor. Pratt St. (Street address)

1. Bureaus whose records are in the building Police Department, Southwestern District

2. Room and vault names or numbers and location Storeroom on the 2nd floor

3. Describe the building 1884 (a) Date of construction. 3 story brick (b) Material of which constructed.
93' long, 44' wide 60' high 232,318 cubic feet (c) Approximate dimensions (outside measurements; cubic space).
(d) General plan of building (attach an additional sheet if necessary).
About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately No % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information

10—4941

THE BUILDINGS FORM

Name of building Southwestern District Police Station

Room or vault number and location Storeroom on the 2nd floor

Short title or abbreviation of room or vault, if any Property or Record Room

Bureaus having records in this room or vault Southwestern District

1. 30'X18'X15' (Approximate size of room or vault) — 1 door 7'X4' 1 window 7'X3' (Number and approximate size of doors and windows)

2. Plastered painted wooden floor, general condition of the room is good (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated, normal temperature and atmosphere, quite dusty (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 300 feet (Linear feet of shelving) — N & S walls (Location of shelving in the room or vault)

Wood, construction in tier fashion (How shelving is constructed—material, etc.)

5. 150 feet (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.; (c) newspapers; (d) miscellaneous) — 150 feet

6. Not crowded there is room for expansion (Conditon of crowding, room for expansion with and without new shelving)

7. Electric, good (Lighting—type, whether good or poor)

8. Fair, no equipment, but enough room to work (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington & Cook

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(36)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title, if any Complaints or Police Reports to Chief Inspector

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 303 bundles from 1910 to date

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups in bundles 12 X 10 X 5"

5. Types of records included Correspondence, and all reports relating to activities of officers in district

6. Indexing according to type of report or nature of complaint in same bundle

7. Condition of writing, paper, and containers Good

8. Location by dates and numbers of file boxes, etc. Storeroom 2nd floor rear
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police Department

1. Exact title Rogues Gallery referred to as "Mugs"
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 volumes 1 white and 1 colored from 1901 to 1919

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Photograph, name, height, age, alias, weight and marks on body crime committed, institution sentenced to and period of servitude. Later years a standard card file system was used identical with that of "Headquarters".

5. Indexing according to crime committed by alphabetical key Rape under M. Larceny under O. Etc. or key index

6. Nature of recording by years Handwritten description on backs of photographs
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24 X 18 X 3 inches Approx. 500 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 18—4954

Buffington & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(38)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Record Book from July 17, 1884 to 1902; Record of Arrests from 1902 to date
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years Record Book 21 volumes from July 17, 1884 to 1902; Record of Arrests 110 volumes from 1902 to date. numbered from 1 to 131 and each volume dated from start to finish.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Date, offender, officer, offence, fine, costs, magistrate, time of arrest and remarks

5. Indexing Alphabetically arranged according to surname of offender in same volume

6. Nature of recording by years Handwritten on ruled and printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—1954

THE VOLUMES FORM—Continued

10. Size Record Book 24 x 18 x 3 Approx 500 pages Record of Arrests 20 x 18 x 2 approx 200 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 2 floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information The following inscription is written on fly leaf of volume 1, "South-Western Station opened for business July 17, 1884, Daniel Lepson Captain."

Buffington & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(39)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Magistrates Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 174 volumes from 1899 to date, not numbered but dated on cover from start to finish.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Date, offender, officer, offence, name and address of complainant, jury trial (yes or no), name and address of witness, disposition, distribution of fines, and remarks

5. Indexing Alphabetically according to surname of offender in same volume

6. Nature of recording by years Handwritten on ruled and printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 24X18X2 Approx 200 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Store Room 2nd floor rear
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington & Cooke

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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(40)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southwestern Police District

1. Exact title Roll Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 21 volumes from 1901 to date

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Date, time, officers names, place of detail, number of days worked, time off for sickness, disability etc.

5. Indexing None

6. Nature of recording by years Handwritten on ruled and printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18x12x1 approx 300 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Store Room 2nd floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

(41)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Northwestern District Police Station
Pennsylvania Ave cor Lambert (Street address) St.

1. Bureaus whose records are in the building Police Department, Northwestern District

2. Room and vault names or numbers and location Storeroom on the 2nd floor

3. Describe the building 1874 (a) Date of construction. 4 story brick (b) Material of which constructed.
102' long, 40' wide 65' high 179,718 cubic feet (c) Approximate dimensions (outside measurements; cubic space).
(d) General plan of building (attach an additional sheet if necessary).
About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately No % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information

10—4941

THE BUILDINGS FORM

Name of building Northwestern District Police Station

Room or vault number and location Storeroom 2nd floor

Short title or abbreviation of room or vault, if any Storeroom

Bureaus having records in this room or vault Northwestern District

1. 18'x18'x11 (Approximate size of room or vault) — 2 windows 7'x3' 1 door 9'x4' (Number and approximate size of doors and windows)

2. Plastered & painted wooden floor general condition of room is good. (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated normal atmosphere & temperature, very small amount of dust (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 100 ft (Linear feet of shelving) — N. E. wall (Location of shelving in the room or vault)

wooden, constructed in tier fashion (How shelving is constructed—material, etc.)

5. 100 feet (Linear feet of (a) bound volumes; (b) ~~unbound materials—depth of file boxes~~, etc.;

(c) ~~newspapers~~; (d) miscellaneous)

6. Not crowded there is room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, fair (Lighting—type, whether good or poor)

8. Fair, no equipment, ample room to work (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington-Sindall v Kraka.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station 1219 Pennsylvania Ave.

1. Exact title Total Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1925 to date. 7 volumes.

Prior records destroyed

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks Division - Date - Time - Number of Posts - Days of the Week - Time made - Sentence - Disability - Other causes - Name of Officer & post to which assigned.

5. ~~Indexing~~ not indexed Daily Record

6. Nature of recording by years on ruled & printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 12" x 16" 1¼" approx 200 pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 3rd floor

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Baltimore - Southern & Northern

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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(43)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station - 1219 Pennsylvania Ave

1. Exact title Magistrate Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1904 to date 65 volumes.

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks Date - Offender - Offense - Offense - Complainants & witnesses name & address - Disposition - Distribution of fines (State - City - Park Board) S.P.C.A. Remarks & name & signature of magistrate

5. Indexing A to Z in front of volume - by surnames of offenders

6. Nature of recording by years on printed & ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19x13"x4" approx 400 double pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden
(Buildings and rooms or vaults)
shelves storeroom 2nd floor

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Sindall - Kosaka

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(44)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station - 1219 Pennsylvania Ave

1. Exact title Record of Arrests (Record Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1874 to date - 179 vol.

1874 to 1917 74 vol 1 to 74

1917 to date 105 " 1 to 105

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date - Name - Offender - Arresting officer - Offense - Fines & costs - Magistrates Name & remarks - Cell no - Sex - age - color - nationality - occupation - marital status - Complainants name & address - Witness name & address - Disposition.

5. Indexing At the front of volumes.

6. Nature of recording by years ✓ on ruled & printed sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 19"x13"x4" 1874-1917 approx 750 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

1917-to date
approx 400 double pgs

11. Location by dates and volume numbers Arranged in chronological order.
(Buildings and rooms or vaults)
on wooden shelves in storeroom 3rd floor

12. Subtitle divisions by dates and volume numbers

13. Other information
1874 to 1902 #1 to 36 known as Record Books. all others known as Record of Arrests

Buffington - Sinclair v Brooks

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

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(45)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northwestern Police Station 1219 Pennsylvania Ave.

1. Exact title, if any Complaint File.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1906 to Date 224 Bundles Tagged.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 11"x9"x6"

5. Types of records included Accident - Sudden death - Burglary - Larceny - False Pretenses - Articles found on street - Missing Person - Stolen Automobiles - Murders - Fires - Hold up & assault & Robbery -

6. Indexing A book attached to each bundle by surname of complainant

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order (Buildings and rooms or vaults)
on wooden shelves

U.S. GOVERNMENT PRINTING OFFICE 016—4955

Baltimore - Sundown & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(46)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title Roll Books.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1875 to date - 47 Vol. not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date - Time - Name of officer & badge number - Detail assigned - Length - Sergeant's name - Name of commanding officer

Not indexed
5. ~~Indexing~~ Daily Record

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8X14X1" Appr. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 2nd floor

12. Subtitle divisions by dates and volume numbers

13. Other information

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

(47)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Western District Police Station
N. Pine St nr. Pine Alley (Street address)

1. Bureaus whose records are in the building Police Department, Western District

2. Room and vault names or numbers and location Storeroom on the 2nd floor rear.

3. Describe the building 1878 (a) Date of construction. 2 story brick (b) Material of which constructed.
126' long, 44' wide 50' high 155,614 cubic feet (c) Approximate dimensions (outside measurements; cubic space).

(d) General plan of building (attach an additional sheet if necessary).

About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately No % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information

10—4941

THE BUILDINGS FORM

Name of building Western District Police Station

Room or vault number and location Storeroom 2nd floor rear

Short title or abbreviation of room or vault, if any

Bureaus having records in this room or vault Western District

2 joining rooms separated by a thin partition

1. 30' X 12' X 10' (Approximate size of room or vault) — 2 doors 7' X 3' (Number and approximate size of doors and windows)

2. Plastered & painted wooden floor general condition of rooms is fair (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated dry normal temperature quite dusty (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 350 feet (Linear feet of shelving) — North East & West Walls (Location of shelving in the room or vault)

Wood, constructed in fair fashion (How shelving is constructed—material, etc.)

5. 150' — 100' (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

100' (c) newspapers; (d) miscellaneous)

6. Not crowded and there is room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, good (Lighting—type, whether good or poor)

8. Good, adequate equipment and working space (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimate (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington - Sindel Cmb

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(48)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Western District Police Station

1. Exact title, if any Police Department Reports

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1862 to date 137 vol. not numbered

3. Dates of obvious gaps none.

4. Sizes of file boxes, bundles, etc., by uniform groups 10"x12"x8"

5. Types of records included Daily reports of patrolmen, covering activities on their respective posts, e.g. accidents - burglaries etc

6. ~~Indexing~~

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc.
(Buildings and rooms or vaults)

Arranged in wooden file bins in Record Room 2nd floor, rear

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Cook, Buffington & Sinclair

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(49)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department.

Bureau Western District Police Station

1. Exact title Record of Property Lost Stolen etc. Recovered, variation of title Property Receipts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 8 volumes from 1928 to date, not numbered

3. Missing volumes, by numbers and dates None, prior years were destroyed

4. Exact description of contents; summary of forms used; and general remarks Receipt number, description, recovery date, value, from whom recovered, person charged, person claiming property, disposition of accused, name of officers in case, signature of officer or officers and claimant receiving property

5. Indexing alphabetically arranged according to first letter of claimant's surname

6. Nature of recording by years Typescript on printed & ruled sheet
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓) Looseleaf binder, paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 10 X 6 X 6 inches Approx. 100 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record room second floor rear
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4054

Buffington - Sindall - Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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50

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Western District Police Station

1. Exact title Record of Arrests
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1862 to date: 182 1902 to date numbered 1 to 140

1862 to 1902 - 42 volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks: Cell number - Time of arrest - Name & address of offender - Sex - age - color - nationality - occupation - married & single, able to read & write - offense - name & address of complainant, name & address of witnesses - arresting officer - Disposition - Fine - costs - magistrate

Not indexed

5. ~~Indexing~~ Arranged according to date received

6. Nature of recording by years on printed forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"×18"×3" approx 200 double pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room 2nd floor rear
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Sensabaugh & Cook

WPA Form 121HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Western District Police Station

1. Exact title Catalog of Rogues Gallery.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1864 to 1882 1 volume

System discontinued in 1882

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Name of offender - Photo number - Offense - Age - Ht & Wgt - Build - Color - When convicted & term of sentence - date arrested - physical characteristics - Arresting officer - Name & value of article stolen & complainants

Not indexed

5. Indexing Alphabetical according to surname of offender

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14" X 8" X 2" app. 200 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room and flat rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Sondrec + Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(52)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department City of Baltimore Police Department

Bureau Western District Police Station

1. Exact title Magistrate's Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1862 - to date 140 Volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Offender - Arresting officer - Offense - Name + address of complainant - Name + address of witnesses - Disposition - Fine (State share - City share - Park Board share - S.P.C.A. share) Remarks of magistrate

5. Indexing ~~Arranged~~ Indexed according to first letter of surname of offender, listing page number in docket

6. Nature of recording by years ✓ on printed forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

10—4954

THE VOLUMES FORM—Continued

10. Size 24"X24"X3" approx 200 double pgs
(Height, width, and thickness and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room: Vault Floor rear.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Emrich & Crotto.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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(53)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Western District Police Station

1. Exact title Thieves Register
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1862 to 1910 9 volumes not numbered

Discontinued in 1910

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Name of thief, age - height - weight - color of hair & eyes, scars if any - physical characteristics - when arrested - Type of thief - Articles stolen - Value of articles - complainants name & date stolen.

5. Indexing ~~Arranged~~ indexed according to surname of thief listing page number

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size See below
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room 2nd floor Vault
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information 1862 to 1907 - Leather bound 4 volumes. 16"x10"x2" approx 600 pp
1902 to 1910 Cloth bound - 5 volumes 16"x10"x½" approx 100 pp

Buffington - Sindall & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Western District Police Station

1. Exact title Rogues Gallery Photographs
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1864 - 1882 4 volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Photographs & accounts of suspects apprehended in the Western District & held for criminal action

5. ~~Indexing~~ Photographs pasted in used Sargent Roll Book

6. Nature of recording by years
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 16" X 8" X 2" Aprx 200 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room 2nd floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sindall + Cook

WPA Form 12HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

..... HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department ~~City of Baltimore~~ Police Department

Bureau Western District Police Station

1. Exact title Paroled Prisoners from Maryland Penitentiary
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1935 to date 1 volume not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Name + color of prisoner - Number - Age - height - weight - color of eyes + hair - Crime committed - City or County where tried - Date paroled

5. Indexing Alphabetically ~~[illegible]~~ by surname of prisoner in front of book ~~by two page [illegible]~~

6. Nature of recording by years on plain sheets
(Handwritten, typescript, print, photostat, etc.)
Photographs pasted on plain sheets

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4054

THE VOLUMES FORM—Continued

10. Size 12"x8"x3" approx 200 pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Record Room Mod Mod Stow
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Southern District Police Station
Ostend St cor Patapsco St (Street address)

1. Bureaus whose records are in the building Police Department, Southern District

2. Room and vault names or numbers and location N. W. corner 3rd floor, is known as the record room.

3. Describe the building 1896 (a) Date of construction. 3 story brick faced with stone (b) Material of which constructed.
107' long 50' wide 58' high 192,096 cubic feet (c) Approximate dimensions (outside measurements; cubic space).
(d) General plan of building (attach an additional sheet if necessary).
About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately No % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information Southern District Police Station was formerly located on the corner of Sharp & W. Montgomery Sts. Jackson & Gott was the architect of the present structure

10—4941

THE BUILDINGS FORM

Name of building Southern District Police Station

Room or vault number and location 3rd floor N.W. corner

Short title or abbreviation of room or vault, if any Record Room

Bureaus having records in this room or vault Southern District

1. 18' X 8' X 11' (Approximate size of room or vault) — 2 windows 7' X 3', 1 door 9' X 4' (Number and approximate size of doors and windows)

2. Plastered & painted wooden floor general condition of the room is fair. (Material, and general condition of floor ceiling, and walls)

3. Not ventilated or heated, great accumulation of soot & dust. (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 125 feet (Linear feet of shelving) — North & South walls (Location of shelving in the room or vault)

Wood, constructed on tier fashion (How shelving is constructed—material, etc.)

5. 100 feet (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.; 25 feet

(c) newspapers; (d) miscellaneous)

6. Very crowded no room for expansion (Conditon of crowding, room for expansion with and without new shelving)

7. Electric, fair (Lighting—type, whether good or poor)

8. Very poor, no equipment or working room (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington-Sandoval & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title ~~Same~~ Title Watch Reports - 1845-1874 - Record Books - 1875-1902 (Indicate variations of title, if any) Record of Arrests - 1902 to date (Same records in all 3)

2. Dates, total volumes, and volume numbering or lettering by years 1845 to date 165 Volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Watch Reports, 1845 to 1874 - 21 Volumes, contains, Names of watchmen on duty - Date - Name of Prisoners - Charges & Remarks. - Record Books & Record of Arrests. 1875 to date - 144 Vol. contains, Date - Offenders - Arresting Officers - Offense - Complainants name & address, Disposition, Magistrate - name & remarks.

5. Indexing see other side

6. Nature of recording by years see other side (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"x14"x4" app. 300 pp
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves - storeroom 3rd floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Watch Reports, not indexed, handwritten on plain papers - Record Books, not indexed, handwritten on printed forms. Record of Arrests, Index in front of each volume - A to Z according to surname of offender, Handwritten on printed forms.

Watch Reports also contain roll calls

Buffington - Sindall & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Roll Call Book (See Watch Reports)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1875 to date - 294 volumes - not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Box or Post Number - Date - Name of Officer - Time left - Time Returned - Charge if any - District to which assigned - Name & signature of Sergeant

5. Indexing not indexed - Daily report

6. Nature of recording by years ✓ on plain sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8"X14"X1" approx. 100 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on wooden shelves in storeroom 3rd floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sandell & Cook.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Magistrates Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1902 to date. 90 Volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Offender - Arresting officer - Offense - Name & address of complainant - Jury trial (yes or no) Name & address of witnesses - Disposition - Distribution of fine (State - City - Park Board - S.P.C.A.) Magistrates name & remarks.

5. Indexing Alphabetical by surname of offender

6. Nature of recording by years ✓ on printed forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"×24"×4" ap. 500 double pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 3rd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Sindall & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title Complaint Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1901 to 1914. 76 Volumes, not numbered.

This system discontinued in 1914.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Name and address of complainant - Person suspected - Offense - Name of officer investigating complaint.

5. Indexing A to Z in front of volumes, by surname of complainant.

6. Nature of recording by years on plain sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14" x 8" x 1" approx 100 pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers
(Buildings and rooms or vaults)
Arranged in chronological order on wooden shelves
Storeroom 3rd Floor

12. Subtitle divisions by dates and volume numbers

13. Other information

U. S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sandoval & Cook

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(61)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Southern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1915 to date. 51 Bundles.

This system started in 1915

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 8"x8"x6"

5. Types of records included Name & address of complainant - Person suspected - Offense - Name of Officer investigating complaint.

Not indexed

6. ~~Indexing~~ Arranged chronologically by date received

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom - 3rd floor.
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

(62)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Northeastern District Police Station
Ashland Ave cor Durham St (Street address)

1. Bureaus whose records are in the building Police Department, Northeastern District

2. Room and vault names or numbers and location Storeroom on the 2nd floor rear

3. Describe the building 1875 (a) Date of construction. 3 story brick (b) Material of which constructed.

(c) Approximate dimensions (outside measurements; cubic space).
105' long, 45' wide 60' high 136 153 cubic feet

(d) General plan of building (attach an additional sheet if necessary).

About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately No% of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information

10—4941

THE BUILDINGS FORM

Name of building Northeastern District Police Station

Room or vault number and location Storeroom on the 2nd floor rear

Short title or abbreviation of room or vault, if any Property or Record Room

Bureaus having records in this room or vault Northeastern District

1. 30'X 18'X 15' (Approximate size of room or vault) 1 door 7'X4' 1 window 7'X3' (Number and approximate size of doors and windows)

2. Plastered & painted, wooden floor, general condition of the room is good. (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated normal atmosphere and temperature, quite dusty. (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 400 ft. (Linear feet of shelving) North east & south walls and in center of room (Location of shelving in the room or vault)
Wood, constructed in fair fashion (How shelving is constructed—material, etc.)

5. 175 feet (Linear feet of (a) bound volumes; (b) unbound materials—~~depth of file boxes~~, etc.; 150 feet
(c) ~~newspapers~~; (d) miscellaneous) 75 feet

6. Crowded, not room for expansion (Conditon of crowding, room for expansion with and without new shelving)

7. Electric, fair (Lighting—type, whether good or poor)

8. Fair, limited space and no equipment (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk. (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U.S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington - Sindall & Cook

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1916 to date. 299 Bundles

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 8"x8"x6"

5. Types of records included Complaints made for various causes, e.g. Robbery - Drunkedness - Disturbing the Peace - Disorderly Conduct - etc - Name of officer detailed to investigate complaint & findings.

Not indexed

6. ~~Indexing~~ Arranged chronologically by date of complaint

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom 2nd floor
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Buffington - Sindall & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title Magistrate Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1912 to date 140 vol. not numbered

no records prior to 1912

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks Offender - Offense name - Offense - Complainants name & address - Jury trial (yes or no) Witnesses name & address - Disposition - Distribution of fines (State - City - Park Board - SPCA) Magistrates name & signature

5. Indexing 12 Volumes - 1916 to date - A to Z in front of each volume - by surname of offender.

6. Nature of recording by years ✓ on printed forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"x 24"x 5" 350 double-page
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 2nd floor

12. Subtitle divisions by dates and volume numbers

13. Other information

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(65)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northeastern Police Station

1. Exact title Record Book 1875-1902 Record of Arrests 1903 to date
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1875 to date. 178 Volumes
Record book - 36 vol. numbered 1 to 36
Record of Arrests - 142 vol numbered 37 to 178

3. Missing volumes, by numbers and dates

4. Exact description of contents; summary of forms used; and general remarks Cell number - Time - Name & address of offender - Sex - age - color - occupation - marital status - Offense - Complainants name & address - Witnesses name & address - Arresting officer - Disposition - Fine - Cost & magistrate

5. Indexing see other side

6. Nature of recording by years ✓ on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"x24"x4" approx 300 double pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storerooms 1st & 2nd floor

12. Subtitle divisions by dates and volume numbers

13. Other information 36 Volume - 1875-1902 not indexed
142 Vol 1903 to date - Indexed A to Z in front of each
volume by surname of offender

No records prior to 1875
Record Book & Record of Arrests contains complaints prior to
1916

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

66

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Northern District Police Station
Kusmats Rd cor 34th St.
(Street address)

1. Bureaus whose records are in the building Police Department, Northern District

2. Room and vault names or numbers and location Storeroom in rear basement

3. Describe the building 1889 (a) Date of construction. 3 story brick (b) Material of which constructed.
88' long, 90' wide 58' high 340,569 cubic feet (c) Approximate dimensions (outside measurements; cubic space).

(d) General plan of building (attach an additional sheet if necessary).

About 60% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately None % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information Henry Browne was the architect.

16—4041

Edward Cook

(66)

THE BUILDINGS FORM

Name of building Northern District Police Station

Room or vault number and location Basement floor rear

Short title or abbreviation of room or vault, if any Storeroom

Bureaus having records in this room or vault Northern District Police Station

1. 20'x20'x10 (Approximate size of room or vault) — 2 windows 3'x3' 1 door 9'x4' (Number and approximate size of doors and windows)

2. Brick & painted concrete floor general condition of room is good. (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated temperature and atmospheric condition normal small amount of dust. (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 160' (Linear feet of shelving) — South wall (Location of shelving in the room or vault)

Wooden shelving, constructed in tier fashion (How shelving is constructed—material, etc.)

5. 100' 60' (Linear feet of (a) bound volumes; (b) unbound materials—~~depth of file boxes~~, etc.;

(c) ~~newspapers; (d)~~ miscellaneous)

6. Not crowded there is room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, good (Lighting—type, whether good or poor)

8. Fair no equipment but enough working room (Accommodations for users—amount and character of space and equipment)

9. 99% current years are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Sandoe + Moraka

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(67)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Vincent Rd & 34th St

1. Exact title Roll Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1916 to date - 73 volumes not numbered

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date - Sergeant Platoon number - Name of officer - Detail to which assigned Signature & name of Sgt

MS indexed

5. ~~Index~~ing Daily report

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8"x12"x3/4" avg. 200 pgs
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in no particular order on wooden shelves in basement storeroom
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

Sandiel & Horaka

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station - Keswick Rd & 34th St

1. Exact title Magistrates Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1912 to date. 48 volumes 1 to 48 incl

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks District - Date - Name & address of offender - Arresting officer - Offense - Complainants name & address - Jury trial (yes or no) witnesses name & address - Disposition - Distribution of fees (State - City - Public Board - S.P.C.A.) Remarks of magistrate & signature of magistrate

5. Indexing Alphabetically in front of volume - by surname of offender

6. Nature of recording by years ✓ on printed & ruled forms
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 1/2" X 16 3/4" X 1 1/2" Appx. 150 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order on
(Buildings and rooms or vaults)
wooden shelves in basement storeroom

12. Subtitle divisions by dates and volume numbers

13. Other information

Sendael & Horaka

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(69)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station - Reservoir Rd & 34 st St

1. Exact title Record of Arrests
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1900 to date 72 vol. 1 to 72 incl

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date & time - Cell number - Name & address of offender - Sex - Age - color - nationality - occupation - marital status - Offence - Complainant name & address - Witnesses name & address - Name of arresting officers - Disposition - Fine & Costs - Magistrates name

5. Indexing Alphabetically in front of volume, by surname of offender.

6. Nature of recording by years see other side
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good ( ), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good ( ), poor ( ), very poor ( ).

16—4054

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 14 3/4 x 17" x 2" approx. 200 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers arranged in chronological order on wooden shelves in basement storeroom
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information All volumes are leather bound with the exception of number 32 & 50 which are of cloth. Condition of volumes are good with the exception of volume number 1-2-21-31-32-34-51- which are broken & waterstained. All are handwritten on ruled & printed forms.

Sindall + Wonka

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(70)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station - Hesselwick Rd + 34th St

1. Exact title Magistrate Docket - Magistrate at Large.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1916 - 1920 - 20 volumes not numbered

This magistrate James A Dawkins served the above years

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Compiled record of various districts in which magistrate served, including, Date of trial - Name of offender - Offense - Complainants name + address - Jury trial (yes or no) Name + address of witnesses - Disposition - Distribution of fine (State - City - Park

5. Indexing Alph Steady in front of each volume by surname of offender see 13

6. Nature of recording by years ✓ on printed + ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 14 3/4" x 17" x 1 1/2" app. 150 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Now arranged in chronological order on wooden shelves in center of Storeroom 3rd floor.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information Board - S.P.C.A.) Remarks of Magistrate

Lindsel & Kovaka.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(71)

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station Pennsylvania Ave & 34th St

1. Exact title Record of Marshals Office
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1863 to 1889 - 45 volumes - dated by years on outside of binding
This system started in 1863 & was discontinued in 1889

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Compiled record of offenses committed in all districts of Baltimore City including Date - Name of arresting officer - Name of offender & nature of offense - District in which offense occurred. Amount of fine & costs - Name of Justice

5. ~~Indexing~~ not indexed Arranged chronologically by date of occurrence

6. Nature of recording by years ✓ on printed & ruled form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth (✓), paper ( ). Condition is: Excellent ( ), good ( ), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 13 1/4" X 18 1/2" X 3 3/4" avg. 880 pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Storeroom 3rd floor - which is
(Buildings and rooms or vaults)
unkept + volumes are covered with dust. Are now arranged in chronological order on wooden shelves in center of storeroom

12. Subtitle divisions by dates and volume numbers

13. Other information 1863 to 1869 - 6 volumes bound in leather. binding in poor condition - 1869-1870 - 2 volumes bound in cloth. binding in good shape. 1870-1871 - 2 volumes bound in leather. binding in fair condition. 1871-1872 1 volume bound in cloth. binding in excellent condition - 1872-1885 - 24 volumes bound in leather one third of which are in good condition - Balance broken or water soaked - 1885-1889 - 10 volumes bound in cloth. in excellent condition.

Sandusky & Norabow

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(72)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station - Harford Rd & 34th St.

1. Exact title, if any Communication File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1932 to date 18 Bundles tagged, giving dates of enclosures.

3. Dates of obvious gaps none - Records are only kept for 5 yrs.

4. Sizes of file boxes, bundles, etc., by uniform groups 9" x 11 3/4" x 6"

5. Types of records included Official Police communication between this Station House & Headquarters. Also reports of accidents & reports of occurrences on posts of officers

6. Indexing Alphabetically, attached to each bundle, by surname of person or subject

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged chronologically on wooden shelves in basement storeroom
(Buildings and rooms or vaults)

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Lindenc + Worka

WPA Form 131HR

WORKS PROGRESS ADMINISTRATION

(73)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Northern Police Station - Vermont Rd + 34 & 54

1. Exact title, if any Complaint File

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.
1935 to date. 6 Bundles tagged according to contents
Records are only kept for 3 yrs.

3. Dates of obvious gaps none.

4. Sizes of file boxes, bundles, etc., by uniform groups 9" x 11" x 6"

5. Types of records included Reports of missing persons - Burglary reports - Larceny - False pretenses + lost articles; Stolen automobiles and recovery reports on above persons or articles.

6. Indexing Alphabetically, attached to each bundle, according to surname of complainant on loose leaves

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in basement Storeroom

U. S. GOVERNMENT PRINTING OFFICE o16—4955

Edward Cook

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

74

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Eastern District Police Station
Bank St. cor. Bethel (Street address)

1. Bureaus whose records are in the building Police Department, Eastern District

2. Room and vault names or numbers and location 2nd floor, rear

3. Describe the building 1845 (a) Date of construction. 4 story brick (b) Material of which constructed.
101' long, 42' wide, 60' high, 149,899 cubic feet. (c) Approximate dimensions (outside measurements; cubic space).

(d) General plan of building (attach an additional sheet if necessary).

About 40% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof vaults contain approximately None % of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information This is the oldest Police District Station still in use.

16—4941

THE BUILDINGS FORM

Name of building Eastern District Police Station

Room or vault number and location On the 2nd floor in the rear.

Short title or abbreviation of room or vault, if any Storeroom

Bureaus having records in this room or vault Eastern District

1. About 24'X 23'X 15' (Approximate size of room or vault) — 2 windows 6'X 3' 1 door 7'5"X 3' (Number and approximate size of doors and windows)

2. Plastered & painted, concrete floor, general condition of room is good (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated, normal atmosphere & temperature, great accumulation of dust. (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. (Linear feet of shelving) (Location of shelving in the room or vault)

Wood, constructed in tier fashion (How shelving is constructed—material, etc.)

5. (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

(c) newspapers; (d) miscellaneous)

6. Not crowded, no room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, good (Lighting—type, whether good or poor)

8. Fair, no equipment but enough working room (Accommodations for users—amount and character of space and equipment)

9. 98%, current record in daily use at desk (Approximate percentage of the bureau's records are in this room or vault)

10. No estimate (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

Buffington - Sindall & Cook

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

75

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Magistrates Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1860 to date 137 volumes

no records prior to 1860

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Offender - Officers name - Offense - Complainants name & address - Jury trial (yes or no) Witnesses name & address - Disposition - Distribution of fine (State - City - Park Board - S.P.C.A.) Magistrates name & signature

5. Indexing 1915 to date - A to Z on front of each volume - by surname of offender.

6. Nature of recording by years on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 18"x24"x5" approx 350 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 2nd floor

12. Subtitle divisions by dates and volume numbers

13. Other information

U.S. GOVERNMENT PRINTING OFFICE 16—4954

Buffington - Sindall & Cook,

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(76)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Police Record - 1860-1870 - Record of Arrests - 1870 to date.
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1860 to date 234 Volumes

Police Record 12 Volumes 1860-1870 not numbered

Record of Arrests 222 Volumes 1 to 222 incl.

3. Missing volumes, by numbers and dates none.

4. Exact description of contents; summary of forms used; and general remarks Cell number - Time - Name & address of offender - Sex - age - color - occupation - marital status - Offense - Complainants name & address - Witnesses name & address - Arresting officer - Disposition - Time - Cost - & Magistrate

5. Indexing see other side

6. Nature of recording by years ✓ on printed forms.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (✓), cloth ( ), paper ( ). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

WPA Form 12HR—Continued

THE VOLUMES FORM—Continued

10. Size 18"x24"x4" appx. 300 double pgs.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in Storeroom 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information 12 Volumes 1860-1870 not indexed.
222 Volumes - Indexed A to Z in front of each volume by surname of offender

No records prior to 1860
Police Records & Records of Arrests, also contain complaints received prior to 1916.

Buffington - Sindall - Cont.

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

(77)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title Roll Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1868 to date - 31 Volumes, not numbered

No record prior to 1868

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Date - time reported - Name of officer & badge number - Detail assigned - Sergeants name & names of Commanding officers

5. ~~Indexing~~ not indexed Daily Report

6. Nature of recording by years ✓ on ruled sheets
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather ( ), cloth ( ), paper (✓). Condition is: Excellent ( ), good (✓), fair ( ), poor ( ), very poor ( ).

8. Condition of writing: Excellent ( ), good (✓), faded ( ), illegible ( ).

9. Condition of paper: Excellent ( ), good (✓), poor ( ), very poor ( ).

16—4954

THE VOLUMES FORM—Continued

10. Size 8"x14"x1" approx. 150 pages
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers arranged in chronological order
(Buildings and rooms or vaults)
on wooden shelves in storeroom 2nd floor.

12. Subtitle divisions by dates and volume numbers

13. Other information

Buffington - Sindall & Cook.

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

(78)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County ..... City or town Baltimore

Agency or department Police Department

Bureau Eastern Police Station

1. Exact title, if any Complaints

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1916 to date. 276 Bundles.

3. Dates of obvious gaps none.

4. Sizes of file boxes, bundles, etc., by uniform groups 8"x8"x6"

5. Types of records included Complaints made to the Eastern police station for various causes, e.g. Robbery - Drunkards - Disturbing the peace - Disorderly conduct - etc - Name & Officer detailed to investigate complaint & findings

6. ~~Indexing~~ Not indexed. Arranged chronologically by date of complaint

7. Condition of writing, paper, and containers good

8. Location by dates and numbers of file boxes, etc. Arranged in chronological order on wooden shelves in storeroom, 3rd floor
(Buildings and rooms or vaults)

U.S. GOVERNMENT PRINTING OFFICE o16—4955

Edward Cook

(1)

WPA Form 10 HR

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WORKS PROGRESS ADMINISTRATION

(79)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS, 1936

Maryland Historical Records Survey
(Name of State)

THE BUILDINGS FORM

County ..... City or town Baltimore

Name of building Central District Police Station also known as Headquarters
Fallsway and Fayette Street (Street address)

1. Bureaus whose records are in the building Police Department, Central District, Traffic Court Parts 1, 2 and 3, Office of the Police Commissioner, and Detective Bureau including Bureau of Identification

2. Room and vault names or numbers and location Central District - Balcony of 1st. floor over entrance to cells; Traffic Court - 1st floor Clerk's office and basement of property room. Detective Bureau - 3rd floor; Commissioner's Office - 4th floor.

3. Describe the building 1925 (a) Date of construction. 5 story brick stone faced (b) Material of which constructed.
120' long 161' wide 70' high. About 500,000 cubic feet (c) Approximate dimensions (outside measurements; cubic space).

(d) General plan of building (attach an additional sheet if necessary).

95% (e) Degree to which building is fireproof.

4. Damages to buildings None (By fires, floods, earthquakes, etc., with dates, and facts concerning damage to records)

5. Fireproof ~~vaults~~ rooms contain approximately 90% of the quantity of records.

6. Indicate ownership of building City of Baltimore

7. Is rental paid on building? No Amount $

8. Other information The Central District Police Station was formerly located on Saratoga St between Charles and St. Paul Sts. The Detective Bureau and Commissioners Office prior to 1925 was on the first floor of the Court House.

16—4941

THE BUILDINGS FORM

Name of building Central District Police Station

Room or vault number and location Not numbered, directly across the corridor from Room 312

Short title or abbreviation of room or vault, if any Storeroom of Clerks Record Office

Bureaus having records in this room or vault Detective Bureau

1. 31'3" X 23'5" X 10'11" (Approximate size of room or vault) No windows, 2 doors 7'3 X 3' (Number and approximate size of doors and windows)

2. Plastered & painted, concrete floor, general condition of the room is good (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated, normal atmosphere & temperature, small dust accumulation (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. About 217 feet (Linear feet of shelving) West wall (Location of shelving in the room or vault)

Wood, constructed in tier fashion (How shelving is constructed—material, etc.)

5. About 217 feet (Linear feet of (a) bound volumes; ~~(b) unbound materials~~—depth of file boxes, etc.; file drawers 24 X 13 X 12

(c) newspapers; ~~(d) miscellaneous~~)

6. Not crowded and room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, poor (Lighting—type, whether good or poor)

8. Fair, no equipment but enough working room (Accommodations for users—amount and character of space and equipment)

9. 75% of the Clerks Record Office (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

THE BUILDINGS FORM

Name of building Central District Police Station

Room or vault number and location Room 312

Short title or abbreviation of room or vault, if any Clerk's Record Office

Bureaus having records in this room or vault Detective Bureau

1. 56'18" X 18'8" X 10'11" (Approximate size of room or vault)
13 ventilation windows 3'X3'
7 windows 7'X3"
4 doors 7'3" X 3'
(Number and approximate size of doors and windows)

2. Plastered and painted concrete floor general condition of the room is excellent. (Material, and general condition of floor, ceiling, and walls)

3. Ventilated by 13 windows opening on corridor very clean, only daily dust accumulation (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. No shelving, steel filing cabinets are used (Linear feet of shelving) (Location of shelving in the room or vault)

(How shelving is constructed—material, etc.)

5. (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

(c) newspapers; (d) miscellaneous)

6. Not crowded and there is room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, excellent (Lighting—type, whether good or poor)

8. Excellent on daily use (Accommodations for users—amount and character of space and equipment)

9. 25% all current (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

THE BUILDINGS FORM

Name of building Central District Police Station

Room or vault number and location Basement of Property Room S. E. cor.

Short title or abbreviation of room or vault, if any Property Room

Bureaus having records in this room or vault Traffic Court Parts 1, 2 and 3

only a small portion of this room is used for Traffic Court Records

1. 75 X 54 X 12' (Approximate size of room or vault)

3 windows 4' X 5'
1 door 7' X 6'
2 doors 7' X 3' 6" (Number and approximate size of doors and windows)

2. Brick and painted concrete floor, general condition of the room is excellent. (Material, and general condition of floor, ceiling, and walls)

3. Not ventilated, records very close to overhead steam pipes, very dusty. (Ventilation, atmospheric conditions—temperature, dust, soot, dampness, etc.)

4. 175 feet (Linear feet of shelving)

S. E. corner (Location of shelving in the room or vault)

Wood, constructed in bins or tier fashion (How shelving is constructed—material, etc.)

5. 150' (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

(c) newspapers; (d) miscellaneous)

6. Quite crowded no room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, indirect and poor (Lighting—type, whether good or poor)

8. No accommodations or equipment, working room is limited (Accommodations for users—amount and character of space and equipment)

9. 75% all current records are kept in Chief Clerks Office on 1st floor (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

THE BUILDINGS FORM

Name of building Central District Police Station

Room or vault number and location Balcony of 1st floor, over entrance to cells

Short title or abbreviation of room or vault, if any Central District Record Room

Bureaus having records in this room or vault Central District

1. 33' x 21' x 10' (Approximate size of room or vault) — No windows; 1 door 9' x 4' (Number and approximate size of doors and windows)

2. Plastered and painted concrete floor, general condition of room is good. (Material, and general condition of floor, ceiling and walls)

3. Not ventilated, warm and very dry, an accumulation of dust (Ventilation, atmospheric conditions—temperature, dust, odor, dampness, etc.)

4. 250 feet (Linear feet of shelving) — North & East Walls (Location of shelving in the room or vault)

Pine boards constructed in tier fashion (How shelving is constructed—material, etc.)

5. 200 feet (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

(c) newspapers; (d) miscellaneous)

6. Some records lying on floor, not much room for expansion (Condition of crowding, room for expansion with and without new shelving)

7. Electric, fair (Lighting—type, whether good or poor)

8. Fair, poor and limited equipment but plenty of working room (Accommodations for users—amount and character of space and equipment)

9. 98% current records are kept at the desk (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

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THE BUILDINGS FORM

Name of building Central District Police Station

Room or vault number and location 3rd floor, no room number

Short title or abbreviation of room or vault, if any

Bureaus having records in this room or vault Detective Bureau of Identification

1. 42'8" X 18'1" X 10'11" (Approximate size of room or vault) — 4 windows 7' X 3', 2 doors 3' X 7' (Number and approximate size of doors and windows)

2. Plastered and painted concrete floor general condition of room is excellent (Material, and general condition of floor, ceiling and walls)

3. Small window ventilators normal atmosphere and Temperature very clean. (Ventilation, atmospheric couditions—temperature, dust, soot, dampness, etc.)

4. No shelving, steel and wooden filing cabinets (Linear feet of shelving); (Location of shelving in the room or vault)

(How shelving is constructed—material, etc.)

5. filing drawers 24 X 13 X 12 (Linear feet of (a) bound volumes; (b) unbound materials—depth of file boxes, etc.;

(c) newspapers; (d) miscellaneous)

6. Not crowded room for expansion (Conditon of crowding, room for expansion with and without new shelving)

7. Electric, excellent (Lighting—type, whether good or poor)

8. Excellent, in daily use (Accommodations for users—amount and character of space and equipment)

9. 100% Bureau of Identification (Approximate percentage of the bureau's records are in this room or vault)

10. Not estimated (Custodian's estimate of additional space and equipment necessary for the proper housing of the records in this room or vault)

U. S. GOVERNMENT PRINTING OFFICE 16—4941

REQUEST FOR RECORDS

1. COUNTY/STATE OFFICE			1. (Title: Wills, Deeds, Dockets, . . .)		
2. Date of Record	4. Accession No. (if given):			5. Stack Location (if given):	
7. Microfilm No.	4. Volume	Page		4. Box	Folder
Your Name				Film Reader or Desk No.:	

A separate slip must be filled out for each record. Slips will be retained by the attendant until documents are returned. If you wish this slip for reference purposes please tell the attendant.

RULES OF THE HALL OF RECORDS

1. All searchers must register daily.

2. Smoking, eating and drinking permitted in the lobby only.

3. The use of fountain pens or pen and ink is not permitted.

4. No tracing may be made of maps, plats or other documents, but photocopies are available for a fee.

5. Quiet must be preserved at all times.

6. Permission for the use of your own equipment to reproduce material will be granted only under special circumstances. Such permission must be obtained in advance.

1960's request slip

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WORKS PROGRESS ADMINISTRATION
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS 1936
Maryland HISTORICAL RECORDS SURVEY
Name of State

WPA Form 19HR

80

THE INDIVIDUAL MANUSCRIPT FORM

County: _____ City or town: Baltimore

Name of owner or holder: Police Department

Name of building: Police Department Building Lexington St.& Fallsway
(Street address)

1. Date or inclusive dates: July 22, 1877.

2. From: Gov. John Lee Carroll (Author) To Police Commissioners (addressee)

3. Written from: _____ (Place of origin)

4. Number of pages: 1 page Size of pages Framed 24 x 18 in.

5. Summary of contents, or general description: This letter of commendation was written to the police commissioners by Gov. John L.Carroll praising them for the way they handled the bloody riots of 1877. The famous Confederate Gen. Harry Gilmore was president of the Board of Commissioners.

6. Name of collection and volume and page, or other exact reference: _____

7. Room or vault name or number: Hanging on wall of the Chief Inspector's office.

8. Nature of recording: _____ (Handwritten, typescript, or other)

9. Symbol as to authorship, signature, etc.: _____ (See instructions: A.L.S., L.S., etc.)

10. Other information: July 22, 1877, missing.

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WORKS PROGRESS ADMINISTRATION
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS 1936
Maryland HISTORICAL RECORDS SURVEY
Name of State

WPA Form 19HR

81

THE INDIVIDUAL MANUSCRIPT FORM

County: _____ City or town: Baltimore

Name of owner or holder: Police Department

Name of building: Eastern Police Station Bank & Bond Sts.
(Street address)

1. Date or inclusive dates: November 21, 1883

2. From: Eastern Police Athletics (Author) To Captain Benj. F. Kenny (addressee)

3. Written from: Baltimore, Maryland (Place of origin)

4. Number of pages: One Size of pages 10" x 20"

5. Summary of contents, or general description: A preamble by the Eastern District Police Athletic Club to the memory of their deceased Captain and Founder, Benj. F. Kenny. Captain Benj F. Auld was then President of the Club and Captain of the Eastern District.

6. Name of collection and volume and page, or other exact reference: _____

7. Room or vault name or number: Assembly room 2nd floor

8. Nature of recording: Typescript hanging from wall.
(Handwritten, typescript, or other)

9. Symbol as to authorship, signature, etc.: _____
(See instructions: A.L.S., L.S., etc.)

10. Other information: There were eight copies printed of this Preamble-- One copy to the family of Captain Kenny, one to the Police Marshall and one to each Police Station.

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WORKS PROGRESS ADMINISTRATION
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS 1936
Maryland HISTORICAL RECORDS SURVEY
Name of State

WPA Form 19HR

THE INDIVIDUAL MANUSCRIPT FORM

(8v)

County: _____ City or town: Baltimore

Name of owner or holder: State & City

Name of building: Eastern Police Station
(Street address)

1. Date or inclusive dates: 1864

2. From: _____ (Author) To _____ (addressee)

3. Written from: _____ (Place of origin)

4. Number of pages: 1 Size of pages 24" x 12"

5. Summary of contents, or general description:

A list of the first Policemen of Baltimore after they were changed from watchmen.

6. Name of collection and volume and page, or other exact reference:

7. Room or vault name or number: Assembly room 2nd floor

8. Nature of recording: Printed copy from original
(Handwritten, typescript, or other)

9. Symbol as to authorship, signature, etc.: _____
(See instructions: A.L.S., L.S., etc.)

10. Other information: The law officers were changed at this time and reorganized and called Police instead of Watchmen. In these days you were an officer today and dismissed tomorrow due to politics and the Civil War. Captain Thomas M. Carmichael heads the list.

WPA Form 16HR

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WORKS PROGRESS ADMINISTRATION

83

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY

(Name of State)

THE PAINTINGS AND STATUARY FORM

County _____ City or town Baltimore

Agency or department Police Department

Bureau _____

Name of other owner, if any _____

Name of building Eastern Police Station Bank and Bonds Sts.

(Street address)

1. Item or items Old Army Rifles and Bayonets

(Paintings, etchings, drawings, statues, etc.)

2. Title or subject

Rifles and Bayonets

3. 101 1834-1858

(Number of items) (Date or dates) (Size or sizes)

4. Indicate by an (x) whether: Oil ( ), watercolor ( ), engraved ( ), crayon ( ), pen-and-ink ( ), photostat ( ), mounted ( ), framed ( ), marble ( ), bronze ( ).

5. Condition of work Good

6. ~~Artist~~ They were made by different manufacturing companies, a good many by the Springfield Arms Company

(Publisher or engraver) (Place of publication)

7. Location Assembly room 3rd floor

(Rooms and vaults, corridors, parks, etc.)

8. Other information These old rifles were used by the Baltimore Police to quell the mob during the Civil War when the Mass. troops were passing thru Baltimore. They are muzzel loading and are still in good condition 6½ feet long with bayonet attached, larger than a 45 Caliber.

U. S. GOVERNMENT PRINTING OFFICE 16—4925

DEPARTMENT OF LEGISLATIVE REFERENCE

PROJECT-7127-A. BUREAU OF ARCHIVES.

BASEMENT CITY-HALL

SERIAL	FROM	TITLE CONTAINER.	YEAR.
1	10 BOX	SALARY TIME SHEETS	1938-1940
2	1 "	MACHINE RUNDOWN SHEETS BY PURCHASE ORDER	1938-
3	6 "	STOCK CARDS	1938-1939
4	2 "	BLUE PRINTS	1938-
5	8 "	CASH DEPOSIT SLIPS AND MISCELLANEOUS.	1936-1939
6	5 PKGE	W.P.A. REPORTS AND FEDERAL PROJECT REPORTS	1935-1938
7	2-BOX	PLANS AND SURVEYS.	1940-
8	1- "	WORKORDER SEGREGATION SHEETS. ST. CLEANING 1939 ETC.	1939-1940
9	2- "	PAVING TICKETS	1936-
10	1- "	MISC. P.W.A. FORMS + LETTERS. PAY-AS-YOU GO ALLOTMENTS.	1935-1938
11	97- "	MATERIAL TICKETS ALSO RECAPS + RECEIVING-REPORTS	1937-1939
12	1-PKGE	STREET CLEANING TONNAGE RECORDS.	1937-
13	32-BOX	WATER DEPT. MAINTENANCE WORK ORDERS	1937-1939
14	1-PKGE	PUBLIC WELFARE STATIONERY	1938-
15	1-BOX	PROVISION ORDERS	1939-
16	1- "	MECH. + ELECT. LABOR SHEETS, GAY ST.	1939-
17	1- "	CARBON COPIES, INVOICES. 2991-5907 INCLUSIVE TRANSFERS	1939-
18	1- "	SEWERS TRANSFER VOUCHERS OLD COST SHEETS...	1931-1933
19	1- "	MECH. ELEC. SERVICE CARBON COPIES... INVOICES	1937-1939
20	1- "	TRANSFER VOUCHERS. PUBLIC WELFARE	1936-1937
21	3- "	REQUISITIONS	1938-
22	1- "	P.W.A. INFORMATION, FORMS, ETC.	1938-
23	1- "	CLERK COPIES OF APPROPRIATION STATEMENTS	1935-1937
24	2- "	BILLS REGISTERS ALL BUREAUS	1935-1936
25	5- "	TRANSFER VOUCHERS DETAILS	1938-
26	4- "	WORK ORDERS. SEWERS.	1940-
27	150- "	TIMESHEETS. VAR. CITY DEPTS.	1938-1940
28	292 "	CLOSED WORK ORDERS HIGHWAYS	1936-1939
29	7 "	MAINTENANCE WORK ORDERS	1932-1935
30	30 "	SHOP ORDERS CLOSED. MEC. ELEC. SERVICE	1939-1940
31	10 "	WORKORDERS MUNICIPAL DUPLICATING	1939-1940
32	1 "	BILL RECEIVABLE HIGHWAYS - PRIOR TO 1934	1934-
"	"	WATER BALTO. COUNTY CO. - " " 1930	1930-
33	34 "	PAID BILLS, RECEIVABLE.	[N.D.]
34	2 "	TIME SHEETS. HIGHWAYS.	1940-
35	29 "	MATERIAL CARDS VARIOUS CITY BUREAU-CONTROL-ACCOUNTS	1939
36	207 "	CONTROL CARDS " " " " "	1933-1938
37	335 "	DETAIL CARDS " " " " "	1937-1940
38	2 "	PAYROLL LISTINGS " " "	1939
39	9 "	CHAUFFEUR'S CARDS, TRANSPORTATION TICKETS	1940
40	9 "	DISPOSAL TICKETS STREET CLEANING	1940
41	15 "	BLANKET WORK ORDERS	1934-1939
42	245 "	2ND. RUN TAPES. BUREAU-CONTROL + ACCOUNTS	1934-1938
43	21 "	CONTROL BALANCE SLIPS " " "	1934-1938
44	11 "	PAID UP AND OUTSTANDING SLIPS	1929-1937
45	62 VOL	LIST-STOCKHOLDERS OF MARYLAND CORPORATIONS " "	1899-1930
46	16 "	VALUATION AND ASSESSMENT OF SHARES OF STOCK HELD BY STOCKHOLDER MD. CORPORATIONS	1899-1930
47	275 "	APPRASIAL REAL AND PERSONAL PROPERTY	? ?
48	32 BUNDLES	- POLICE DEPARTMENT PAYROLLS	1933-1939
49	25 BOX	CLOSED WORK ORDERS CONTROL-ACCOUNTS	1939
50	3 "	REQUISITIONS " "	1936
51	6 "	METERED WATER BILLINGS TAPES	1933
52	2 "	WORKING PAPERS AND COPIES OF REPORT FOR YEAR	1927-1928
53	8 "	ADDING MACHINE TAPES OF CASHIER'S STUBS.	1927-1928
54	67 "	VERIFICATION SHEETS. BUREAU-CONTROL-ACCOUNTS	1934-1937
55	2 VOL	HIGHWAY PAYROLL CONTROL AND ACCOUNTS	1933-
56	4 "	PAYROLL GROUP THREE " " "	1934-
57	24 "	" " ONE	1933-1934
58	4 "	LIBRARY CENTRAL-PAYROLL BUREAU	1935-
59	2 "	MECHANICAL + ELECTRIC SERVICE-CENTRAL PAYROLL BUR.	1935
60	4 "	HIGHWAYS " " "	1935
61	2 "	WATER SUPPLY " " "	1935
62	2 "	SEWERS. " " "	1935
63	2 "	MISCELLANEOUS " " "	1935
64	4 "	STREET CLEANING " " "	1935
65	2 "	WATER SUPPLY " " "	1933
66	2 "	MECHANICAL ELECTRICAL SERVICE PAYROLL	1933
67	2 "	SEWER PAYROLLS	1933
68	170 JOURNALS	- FIELD BOOKS. APPRASIAL REAL ESTATE - PERSONAL PROPERTY	1841-1876
69	10 BOX	INSPECTORS AND POLICE REPORTS ON LAMPS - LIGHTNING	1930 1934
70	10 "	CORRESPONDENCE LAMPS - LIGHTNING	1916-1918
71	4 VOL	GROUP 2 CENTRAL PAYROLL BUREAU	1935
72	11 "	GROUP 1 " " "	1935
73	2 "	PARK BOARD " " "	1935
74	507 BOXES	WORK TICKETS	1928-1938
75	720 VOL.	VALUATION PROPERTY IN BALTIMORE CITY	1803-1870
76	1 VOL	PAYROLL (GENERAL MISCELLANEOUS)	1935
77	210 BOXES	VOUCHERS	1938
78	2 VOL	PARK BOARD PAYROLL	1933
79	4 "	STREET CLEANING "	1933
80	4 "	PRATT LIBRARY PAYROLL	1933
81	6 "	PAYROLL - CITY HOSPITAL INMATES	1925-1928
82	5 "	PAYROLL - SCHOOL TEACHERS	1933
83	12 "	EMPLOYEES PAYROLL - SCHOOL - EDUCATION	1933
84	224 BOX	VOUCHERS - CONTROL - ACCOUNTS	1937
85	236 "	VOUCHERS - " "	1936
86	216 "	VOUCHERS - " "	1935
87	3 VOL	GROUP TWO PAYROLL	1933
88	12 "	EMPLOYEES " EDUCATION SCHOOLS	1934
89	1 "	PAYROLL SCHOOL BOARD - ARREARAGE	1925
90	222 BOX	VOUCHERS CONTROLL AND ACCOUNTS	1939
91	4 VOL.	PAYROLL GROUP THREE	1935
92	150 BOX	MUNICIPAL JOURNALS	1930-1931
93	92 "	POLL BOOKS DEPT. ELECTIONS	1798-1889
94	4 VOL	PAYROLL SCHOOL BOARD TEACHERS	1932
95	13 "	13 " MECHANICAL-ELECTRICAL SERVICE	1925-1932
96	14 "	DAIRY PARK BOARD	1925-1932
97	806 BOXES	EMERGENCY RELEIF COMMISSION ROOM-14-15	1934
98	28 VOL	PAYROLL GENERAL MISCELLANEOUS	1924-1932
99	800 BOXES	VOUCHERS. COMPTROLLER	1892-1932
100	75 "	CASH RECEIPTS	1917-1924
101	420 "	VOUCHERS	1933-1934
102	5 "	REAL PROPERTY TAX LEDGERS	1925
103	332 "	COMPLAINT IN SUMMARY EJECTMENT (PEOPLES COURT)	1933-1939
104	1325 VOL	TAX LEDGERS	1798-1914
105	3000 BOXES	VOUCHERS.	1900-1930
106	355 VOL	TAX COLLECTORS OFFICE ANNUAL ROLL - REAL ESTATE LEDGER	1915 1921
107			
108		FORWARDED TO SHEET # 13	

DEPARTMENT OF LEGISLATIVE REFERENCE.

PROJECT-7127-A.

TITLE.

BUREAU OF ARCHIVES.

ROOM #419.

TITLE.

FROM-APRIL-9-TO-APRIL-23-INCLUSIVE.

SERIAL	NO.	CONTAINER.	YEAR.
960	3 Boxes Checks	First National Bank Mother's Mother's Relief	1933
961	15 " "	Baltimore National Bank (Aid to Dependent Children)	1936
962	6 " "	Maryland Trust Co (Paymaster Acct)	1940
963	20 " "	Baltimore Commercial Bank (" ")	1940
964	7 " "	First National Bank-Retirement Allowance	1940
965	6 " "	" " " " "	1936
966	17 " "	" " " (Paymaster's Account)	1940
967	30 " "	" " " " " "	1939
968	10 " "	Maryland Trust Co " " "	1938
969	116 " "	Baltimore National Bank (Aid to Dependent Children)	1938
970	167 "	Baltimore Commercial Bank Old age Pension	1938
971	149 " "	" " " " " "	1939
972	2 " "	Education-Checks. (First Natl. Bank.)	1932---
973	2 " "	Teams & Trucks-Checks. (First Natl. Bank.)	1932---
974	2 " "	Aid to Total Blind. (Balto. Commercial Bank.)	1939---
975	19 " "	Payroll Checks. (" " ")	1939---
976	12 " "	" " (Md. Trust Co.)	1939---
977	1 " "	Compensation-Cancelled Checks-(1st Natl. Bank.)	1939---
978	13 " "	Payroll " " (Balto. Com. Bank)	1939---
979	1 "	Correspondence. of Mayors of Balto.	1882-1903.
980	2 "	Checks. First National Bank-Teams-Trucks	1939
981	2 "	" " " " Fire Department Pensions	1939
982	10 " "	" " " " Retirement Allowance	1939
983	1 "	Correspondence-Insurance-Minor Privilege	1931-1932
984	1 "	" Inspection of Boilers-Insurance	1931-1932
985	4 "	Bureau Receipts Dailey Record	1929-1931
986	71 "	Master Records-Bureau Receipts	1925-1929
987	77 "	Meter-Water Ledger	1928-1933
988	1 "	Correspondence of (Mayor Thos. G. Hayes.)	1899-1903.
989	5 "	" " (Mayor Timanus.)	1904-1907.
990	34 "	" " (Mayor Preston.)	1911-1919.
991	10 "	" " (Mayor Mahool.)	1907-1911
992	1 "	" City Solicitor-and Inspector Boiler	1931-1932
993	1 "	" Bureau Receipts and Central Payroll	1931-1932
994	1 "	" Central Payroll and City Service	1931-1932
995	6 "	" " " " "	1927-1928
996	1 "	" Bureau Receipts	1931-1932
997	14 "	Metered Water Ledgers-Bureau Receipts	1925
998	64	" " " "	1926-27-28
999	27 "	" " " "	1929
1,000	18-Boxes.-	Correspondence. Mayor Broening	1919-1923.
1,001	33 " -	" " Jackson.	1923-1927.
1,002	30 " -	" " Broening	1927-1931.
1,003	30 " -	Metered Water Ledger	1930
1,004	18	" " "	1931
1,005	18	" " "	1932

SERIAL	NO.	CONTAINER.	YEAR.
1,006	1-Box-	Correspondence-(City Solicitor and Surveyor.)	1929-1930.
1,007	3- " -	Comptroller-Letters.	1935--.
1,008	1- " -	Correspondence. (Minor Privileges.) Peoples Court Real Estate.	1933-1934.
1,009	1- " -	" Real Estate Tax Sales & Rent.	1933-1934.
1,010	10- " -	Adding Machine List of various amounts.	1937-1938.
1,011	6- " -	Real-Estate-(increases & decreases) (Current & Suspense.)	1937--.
1,012	4-Vol.	Baltimore Town-1729-42-Jones-Town-1732-41.	(1729-1742) (1732-1741)
1,013	1-Vol	Establishments West of Jones Falls.	1783-1821
1,014	1-Vol.	" Grades, etc.	1784-1825
1,015	1-Vol	Journal of City Commissioners.	1786-1834.
1,016	18-Boxes	Meter Water Ledger. (Bureau of Receipts.)	1933--.
1,017	55- "	" " " " " "	1934--.
1,018	61- "	" " " " " "	1935--.
1,019	6-Vol.	Grades, Streets, etc	1888-1900
1,020	1-Vol.	Proceedings-(1809-1815)-(1888-1900)	(1809-1815 1888-1900)
1,021	2-Vol.	Journal of City Commissioners.	1812-1815.
1,022	45-Boxes	Metered Water Ledger Bureau of Receipts	1936--.
1,023	4- "	Unpaid Accounts. of Private Fire Protection.	1926--.
1,024	19 "	Metere Water Ledger Bureau of Receipts.	1937--.
1,025	2 Vol.	Journal of City Commissioners. and Commissioners of Health.	1814-1815
1,026	1- "	" " " "	1812-1821
1,027	1- "	Establishments Grades, & etc.	1814-1816
1,028	1- "	" West of Jones Falls.	(1821-1842 1838-1864)
1,029	1 Box	Miscellaneous Bills for Alleys-Footways-Sewers.	1937---
1,030	5 Boxes	Real Estate Increses & Decreases, Current & Suspense	1937--
1,031	28 "	Adding Machine Lists of Various Accounts	1937-1938-
1,032	34 "	Ward Control-Cards Bureau of Receipts	1927
1,033	20 "	Machine Listings Metered Water	1934
1,034	4 "	Correspondence Boiler Inspection	1927-32
1,035	1-Vol	Proceeding.- (City Commissioners)	1822-1851
1,036	1- "	The Records of Baltimore Town.	1826-1841
1,037	1- "	Minutes and Proceedings	1832-1842.
1,038	1- "	Proceedings.	1832-1844.
1,039	4-Boxes	Daily Reports Sheets from Banks. "Union Trust Co.	1933--.
1,040	5- "	" " " " " Maryland Trust Co.	1935--.
1,041	2- "	" " " " "Various Banks" City Collector	
1,042	3 "	Meter Water New Charge Cards for Various Districts	1937-
1,043	1 "	Meter Water Ledger for 3rd & 4th Quarter 1932	1932---
1,044	1 "	Revision of Charges on Metered Water	1937--
1,045	1 Vol.	Establishments.	1841-1895.
1,046	1 "	" Grades, etc. East & West of Jones Falls.	(1844-1845 1843-1877
1,047	1 "	Proceedings	1848-1853
1,048	1 Box	Maryland Corporation Revised Assessments on Water Rates	1937--
1,049	2 "	Revised Tax Rates on Intangible Property	1937--
1,050	1 "	Real Tax Bills on Property for 1939	1939
1,051	1 "	Revision in Minor Privilege Taxes	1937-

DEPARTMENT OF LEGISLATIVE REFERENCE.

PROJECT NO.-7127-A.

TITLES.

BUREAU OF ARCHIVES
ROOM # 419.

FROM-APRIL-23 -TO- APRIL 30

SERIALS.	CONTAINER.		YEAR.
1,052-	5- BOXES.	- DAILY REPORTS SHEETS FROM BANKS. "THE FIDELITY TRUST CO.	1934---
1,053-	1- BOX.	- AUTO. TANGIBLE SUSPENCE AND DECREASES.	1930-1934
1,054-	1- "	- REAL-ESTATE CURRENT AND ARREARS AND JAN. DECREASES.	1935---
1,055-	3- VOLUMES.	ESTABLISHMENTS, GRADES, STREETS, ETC. East West OF JONES FALLS.	1852-1873
1,056	1- "	- PROCEEDINGS	1857-1858
1,057	1- "	ESTABLISHMENTS GRADES, ETC.	1868-1870
1,058	2- "	MINUTES PORT WARDEN	1783-1809 ✓ 1813-1820
1,059	1 BOX	- LETTERS CITY REGISTER	1859-1911
1,060	1 "	- TAX SALES RENTALS	1936-
1,061	1 "	- CORRESPONDENCE, LETTERS IN BOOKS BOARD ESTIMATES	1900-1906 1907-1908
1,062	1 "	- CORRESPONDENCE BOARD ESTIMATES	1896-1906
1,063	1 VOLUME	ESTABLISHMENTS of GRADES M+CC Book 42	1874-1888
1,064	10 BOX	CORRESPONDENCE No 7-14 COMPTROLLER	1877-1917
1,065	8 "	CORRESPONDENCE COMPTROLLER	1918-1919
1,066	6 "	CORRESPONDENCE 1-247 COMPTROLLER	1913-1917
1,067	10 "	" "	1923-1924
1,068	6 "	" "	1920-1922
1,069	9 "	" "	1925-1926
1,070	1 VOL	ESTABLISHMENT of GRADES (Book 43)	1889-1898
1,071	1 "	PORT WARDENS RECORDS CITY COMMISSIONER (Book 5)	1783-1809

Basement City Hall

— BASEMENT - CONTINUED FROM NO. 1 BASEMENT SHEET

1,072				
1,073				
1,074				
107 1,075	22 VOLUMES	PAYROLLS, STEET CLEANING		1925-1932
108 1,076	12 ✓	✓ BUREAU SEWERS		1925-1932
109 1,077	12 ✓	✓ ✓ HIGHWAYS		1925-1931
110 1,078	10 ✓	✓ ENOCH PRATT LIBRARY		1930-1932
111 1,079	13 ✓	✓ SCHOOL BOARD TEACHERS		1925-1930
112 1,080	2 ✓	✓ ELECTION, JUDGES, ECT. BALTO. SYMPHONY ORC.		1927-1928
113 1,081	82 ✓	VOUCHERS PAID		1920-1927
114 1,082	209 BOX + BUNDLES	CANCELLED CHECKS, CITY REGISTER		1917-1926
115 1,083	56 ✓	CHECKS INTEREST ✓ ✓		1918-1923
116 1,084	1 ✓	CERTIFIED CHECK RELEASES ✓ ✓		1923
117 1,085	4 ✓	PENSION, CHECK FUNDS		1922-1926
118 1,086	1 ✓	INVESTIGATION REPORT FOR NORTHEAST SR. + JR HIGH SCHOOLS CORRESPONDENCE BOARD AWARDS.		1923
119 1,087	1 ✓	RECEIPT WARRANTS CITY REGISTER		1920-1922
120 1,088	1 ✓	CORRESPONDENCE ✓ ✓		1910-1921
121 1,089	3 ✓	ELECTION CHECKS — ✓		1920
122 1,090	1 ✓	INTEREST ON FUNDED DEBT ✓ ✓		1909-1922
123 1,091	30 BANK BOOK	- BANK DEPOSITS RECONCILIATION BOOKS ✓ ✓		1914-1920
124 1,092	1 VOLUME	JOURNAL CITY REGISTER		1905-1909
125 1,093	9 BOXES	TRANSCRIPTS STOCK ✓ ✓		1919-1925
126 1,094	1 ✓	CORRESPONDENCE ✓ ✓		1889-1907 1916
127 1,095	9 VOLUMES	INDEX ORDINANCES + RESOLUTIONS ✓ ✓		1905-1920
128 1,096	3 ✓	PETTY CASH BOOK ✓ ✓		1914-1917
129 1,097	1 ✓	LOAN LEDGER		1905-1908

Basement City Hall

SERIAL		CONTAINER.	YEAR.
1098	2 Volumes	CASH BOOK-DEPT. of FINANCE-	1905-1914
1099	2 "	CASH RECEIPTS CITY REGISTER	1915-1919-1922
1100	51 "	CHECK RECORD " "	1915-1922
1101	1 "	STREET LEDGER " "	1905-1912
1102	1 "	LEDGER HARFORD RUN LOAN " " 1920 4%	1880-1920
1103	13 "	CASH PAYMENTS CITY REGISTER	1915-1922
1104	1 "	JOURNAL HARFORD RUN IMPROVEMENT LOAN	1880-1920
1105	1 "	LEDGER PATTERSON PARK EXTENSION LOAN 1920	1915-1920
1106	1 "	JOURNAL " " " " "	1883-1920
1107	1 "	" PAVING LOAN 1920	1887 1920
1108	1 "	CASH INTEREST ON FUNDED DEBT	1909-1915
1109	1 "	LEDGER PAVING LOAN 1920	1887-1920
1110	1 "	JOURNAL-UNDERGROUND CONDUIT LOAN 1922	1889-1922
1111	13 "	MINUTES-BOARD of AWARDS	1910-1922
1112	4 "	INTEREST ON FUNDED DEBT CARBON COPY CHECKS	1915
1113	6 "	MINUTES,-BOARD of AWARDS	1901-1910
1114	2 "	LEDGER CITY RENTS - DEPT. FINANCE	1882-1907
1115	1 "	MINUTES-BOARD of FINANCE-	1900
1116	1 "	CASH CITY RENTS J.A. ROBB.	1871-1897
1117	1 "	LEDGER- CITY REGISTER LOAN 1922	1905-1913
1118	1 "	" 3½ PERCENT. UNDER GROUND CONDUIT	1899-1920
1119	2 "	" LOANS CITY REGISTER	1916-1924
1120	1 "	" RENTS CITY 1871-1881 J.A ROBB	1871-1881
1121	2 "	RESOLUTIONS + ORDINANCE	1920-1923
1122	1 "	AMOUNTS APPROPRIATED BY ORDINANCE - RES.	1892-1896
1123	1 "	LEDGER STREET OPENINGS. CITY REGISTER	1913-1914
1124	1 "	PROPERTY SOLD FOR TAXES 1856-1866 "	1856-1866
1125	1 "	LAFAYETTE MEMORIAL FUND COMM.	1917
1126	1 "	LEDGER (A) W.M.R.R. LOAN 3¼% 1927	1886
1127	3 WOODEN BOXES	REDEEMED STOCK CERTIFICATES	1919-1926
1128	1 Volume	PAVING CERTIFICATES. (CITY REGISTER)	1893-1902
1129	1 "	STREETS OPENED AND WIDENED BY BURNT DIST. COMM.	1904-1908
1130	1 "	JOURNAL LOANS.	1916-1924
1131	1 "	TRIAL BALANCES.- COMMISSIONER FINANCE	1907-1917
1132	1 "	LIST of COUPON BONDS IN SINKING FUND	NO YEAR
1133	1 "	BOND EXCHANGE RECORD. (FEB 17-SEPT 17-1916)	1916
1134	2 "	INDEX CITY DEBT. A-K-L-Z 1910	1910
1135	2 "	REGISTER of CHECKS PAYABLE VARIOUS BANKS	1925
1136	1 "	JOURNAL-WESTERN MD. R.R. 3¼% LOAN	1925-1927
1137	1 WOODEN BOX	VOUCHERS CITY REGISTER	1920-1924
1138			
1139	—Finish→	see sheet # 15	
1140			
1141	TOTAL	ROOM 419 1071	
1142	"	BASEMENT- 169	
1143		1240 TOTAL	

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Sheet # 2

Project # 7108

Serial No.	Container	Title	Dates	
		Oct 31st to Nov-13-1940		
95	1 Bx	Field Inventory, Mkts- Jail Hospitals	1900	1927
96	1 Vol	Stock Transfer Records	1929	1981
97	1 ✓	Grade Establishments	1916	1919
98	1 ✓	Plumbing Ledger	1921	1924
99	1 ✓	Refund Tax Dept.	1925	1927
100	13 ✓	Receipt of payments No. 1. Relief to Families	1862	1864
101	6 ✓	Orders to pay ✓ ✓ ✓ ✓	1862	1863
102	11 ✓	Bounty Payment Instalment Receipts	1862	1867
103	2 ✓	Bounty Claim Records 1865	1865	—
104	5 ✓	Bounty Certificates	1862	1867
105	13 ✓	Relief for Soldiers-Widows of Soldiers	1863	1866
106	1 ✓	Relief Returns-Soldiers Families Md. Vol.	1862	—
107	2 ✓	Photostat Exhibits Appeal Tax Court	1921	1930
108	4 ✓	Petty Cash Books 1922-38	1922	1938
109	2 ✓	Journals 3½% Consolidated 1930 Loan	1930	—
110	1 ✓	Ordinances- Resolutions	1927	1931
111	8 ✓	Interest on the Funded Debt	1925	1932
112	1 ✓	Consolidated 3½% 1930 Loan	1930	—
113	1 ✓	Western Maryland Loan 1925	1925	—
114	1 ✓	✓ ✓ ✓ 1902	1902	—
115	1 ✓	Interest Improvement Loan 1928	1928	—
116	1 ✓	Conduit Loan 1928	1928	—
117	1 ✓	Interest Improvement Loan 1928	1928	—
118	1 ✓	Wester Maryland R.R. Loan 1902	1902	—
119	1 ✓	Meter Water Ledger (Avalon)	1918	1925
120	1 ✓	Ledger Conduit Loan 1928	1928	—
121	1 ✓	✓ ✓ Water ✓ 1926	1926	—
122	12 ✓	Daily Cash Record Sheets 1926-37	1926	1937
123	1 ✓	Meter Ledger (City)	1914	1915
124	1 ✓	Journal Bridge Division 1917-18	1917	1918
125	6 ✓	Interest on Funded Dept. Various Books	1933	1938
126	3 ✓	Cks. Records Sheets 1st Nat'l Bank P.W.A. O.A.P.	1936	1938
127	1 ✓	Certified Cks Rot Dec. 1916.- June 1921	1916	1921
128	5 ✓	Cks. Records Sheets. Pension Pay Roll	1926	1931
129	1 ✓	Bridge division 1922	1922	—
130	5 ✓	Check Record Sheets Various Banks	1926	1928
131	1 ✓	✓ ✓ ✓ ✓	1913	1920
132	1 ✓	✓ ✓ ✓ ✓	1918	1925
133				
134		**Nov-14th to Nov-27-1940**		
133	1 Vol	Diary No 2. City Engineer Dept. Edmondson Ave Bd	1909	1910
134	1 Vol	Journal Municipal Garage 1917-18	1917	1918
135	2 ✓	Journals A & B 5% Water Stock 1916	1916	—
136	1 ✓	Ledger 5% Funding Loan 1916	1916	—
137	1 ✓	Ledger 3½% Funding Loan 1936	1936	
138	1 ✓	Ledger 5% Water Stock	1916	

Serial No.	Container	Title	Dates	
		Nov-14 to Nov-27-1940		
139	1 Vol	Journal 5% Funding Loan 1916	1916	—
140	2 "	Renewel of Lost Certificates	1837	1882
141	2 "	Summary of the monies received & expended	1797	1829
142	2 "	Taxes Collected 1846-52	1846	1852
143	1 "	City Register's Receipts of monies Deposit	1859	1862
144	1 "	Correspondence of the Reg. of the City	1828	1836
145	4 ✓	Applications for Meters-1897-1906	1897	1906
146	1 ✓	Ordinances & Resolutions 1923-1927	1923	1927
147	1 ✓	Ledger Comm. of Finance 1914-1923	1914	1923
148	1 ✓	Cash Book- Comm. of Finance 1920-25	1920	1925
149	1 ✓	Final Report on the Examination of Books	1905	1909
150	83 ✓	Stock Ledgers- Journals	1817	1913
151	1 ✓	Income Tax Assessment 1st & 2nd Wards	1842	—
152	1 ✓	Bills Receivable	1871	1881
153	1 ✓	Interest Accounts Various Banks	1870	1880
154	8 ✓	Interest Collected on Sinking Funds	1870	1899
155	2 ✓	Checks Certified	1907	1911
156	1 ✓	Monthly Records Metered Water Spec Accts	1918	1925
157	1 ✓	Certified Ck Record 1924-25 Bd of Award	1924	1925
158	14 ✓	Minutes Board of Award 1923-30	1923	1936
159	1 ✓	Appropriations- 1872- 1913	1872	1913
160	1 ✓	Stock Ledger- Taxes —	1900	—
161	1 ✓	News Paper Clippings	1824	1845
162	4 ✓	Tax Levy	1882	1889
163	5 ✓	City Stock Pay Book	1817	1869
164	4 ✓	Commissioners of Finance Sinking Funds	1863	1904
165	10 ✓	Financial Report- Comm. of Finance	1874	1896
166	6 ✓	Commissioner of Finance Sinking Funds	1835	1855
167	1 ✓	Property Book No. 1 Public School Property	1879	—
168	2 ✓	Plumbing Cash Book 1905-1908-1915-1917	1905	1917
169	2 ✓	Vacancy Turn Off 1905-1916	1905	1916
170	1 ✓	Property Book No. 3. Parks & Squares	1879	1909
171	1 ✓	Statements Collector Water Rents- License	1917	1919
172	4 ✓	Health Department	1913	1928
173	1 ✓	Returns of the Inspectors of Weights	1893	1900
174	23 ✓	Indexes to Stock Ledgers	None	
175	1 ✓	Ledger Comm. of Finance	1828	1855
176	1 ✓	Judgements Collections Atty's Book	1852	1858
177	1 ✓	Magistrates Returns	1887	1899
178	6 ✓	Index to City Debit A to K	1884	1904
179	1 ✓	Auctioneers Returns	1878	1900
180	24 ✓	Health Dept. Plumbers Permits	1937	1938
181	1 Box	Collection Sheets & Inventory Elec Cond	None	
182	1 ✓	Requests for paving.	1919	1926
183	10 Vol	Meter Ledger City	1914	1925
184	1 Box	Purchase Orders	1925	1927
185	1 Pkg	Original Plumbers Bonds	1937	1938

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Project # 7108 City Hall.

Sheet # 3

Serial No.	Container	Title	Dates From	Dates To
		Nov 14 to Nov 27-1940		
186	79 Vol	Index to Death Registers	1900	1917
187	4 v	Register of Deaths	1876	1903
188	1 v	Ledger, Comm. of Finance	1828	1855
189	1 v	Western Union Telegraph Co, Pay Book	1850	1860
190	84 v	Birth Indexes	1901	1917
191	76 v	Register of Vouchers Issued	1896	1928
192	58 v	Ledger of City Register	1797	1914
193	2 Box	S.W. Contract # 94. A.T. Corozze Contractor	1927	1928
194	3 v	Private Sewers (1929)	1929	—
195	2 v	Correspondence, Street Guarantees A to Z	1921	—
196	2 v	Asphalt Repair Data	1927	1929
197	1 v	Bureau of Standards Reports File # 31	1925	1928
198	1 v	Releases	1926	1927
199	2 v	Vouchers A to Z	1928	—
200	1 v	Correspondence Miss,	1920	1921
201	1 v	Storm Water Contract # 58.	1930	1931
202	1 v	Refunds. (Old System) Real Estate	1926	—
203	4 Vol	Salary Act of Members City Council	1879	1893
204	65 v	Journals	1856	1923
205	44 v	Cash Books - Journals	1799	1914
206	59 v	City Council Journals 1st & 2nd, Joint 1st & 2nd	1801	1872
207	2 v	Cash Account with City Taxes	1841	1845
208	38 v	Petty Cash	1868	1914
209	1 v	Diary City Councils	1825	1845
210	4 v	State vs Mayor & City Council in Superior Court	1877	—
211	7 v	Weekly Time Book	1936	1937
212	1 Box	Supervising Time Keeper Reports - Check Receipts	1937	1938
213	1 v	Mayor & City Council Checks P.W.A. Cks No 1	1935	1936
214	2 v	" " " " " " # 1 to 4576	1936	—
215	1 Box	Certified Check Record 1926-34	1926	1934
216	3 Boxs	Board of Awards 1912-35	1912	1935
217	1 v	Transcripts — 1933-34	1933	1934
218	4 Vol	Ordinances & Resolutions Records	1883	1905
219	4 v	Record of Repairs to Court House	1835	1840
220	22 v	Ordinances & Resolutions Index	1841	1905
221	2 v	Legislative Records of the 1st Br. City Council	1905	1906
222	14 v	Oath Books	1860	1890
223	1 v	Minutes and Proceedings Board of Health	1827	1832
224	3 Boxs	City Register Correspondence	1897	1933
225	1 "	Board of Trustees Employment Retirement System	1926	1933
226	2 "	Emergency Grant Tickets - Dependent Children	1938	—
227	2 "	Checks 1-4517, 1935 1st Nat'l Bank	1935	—
228	1 "	Miscellaneous Records Lamps - Lighting	1911	1929
229	7 "	Interest Checks 1933	1933	—
230	1 "	Old Claims - Paving Commission	1915	1925
231	2 "	Correspondence	1930	1935

Serial No.	Container	Title	Dates From	Dates To
		Nov 14 to Nov 27-1940		
232	1 Box	Correspondence - Board of Awards	1924	1930
233	1 "	" " Misc. Street Guarantee	1920	1921
234	3 Vol	Minor City Appointments	1882	1890
235	1 v	Mayor's Diary	1881	1889
236	6 v	Ordinances - Resolutions	1797	1873
237	9 v	Mayor's Office Correspondence	1844	1902
238	1 v	" Court	1849	1860
239	4 v	Appointments - Nominations Election Rots	1737	1875
240	2 Boxs	Private Sewers, Lines & Grade 4 to 49	None	
241	3 "	" "	1928	—
242	6 "	Dept. of Public Works Bureau of Highw	1923	1927
243	13 "	Cks. 1-34632 Balto Com Bank Mayor-C.C.	1935	—
244	4 "	Sewer Bills 1-1800 Bureau of Highways	1912	1914
245	4 "	Vouchers A to Z.	1925	1926
246	2 "	Private Sewers Grade Slips 1 to 67	1925	1926
		Nov 28th to Dec 11th 1940		
247	1 Vol	Port Wardens Correspondence	1851	1861
248	3 v	Patapsco River Harbor Comm.	1853	1876
249	3 v	Dredging Reports Made Monthly	1853	1865
250	2 v	Port Wardens Minutes	1783	1820
251	2 v	Records Miscellaneous	1840	1855
252	1 v	Harbor Survey (Louis Brantz)	1822	—
253	15 v	Port Wardens Pay - Cash & Ledgers	1813	1876
254	3 Boxs	Minutes of Board of Estimates	1920	1932
255	5 "	Plumbers Connections Sanitary	1922	1928
256	7 "	Paving Contracts # 2 to 496	1925	1932
257	2 "	Vouchers - A to Z	1927	—
258	3 "	Alley Contracts Field Book # 26-108	None	
259	10 "	Corresp. Coll. of Water Rents	1925	
260	1 "	Minutes Sewer Comm.	1905	1916
261	1 "	Fairmount Park Private Sewers	1922	—
262	2 Vol	City Commissioners Cash Books	1807	1821
263	4 v	Paving - Pump Assessments	1801	1856
264	2 v	Patapsco River Harbor Comm.	1853	1876
265	1 v	Harbor - Basin Comm. Minutes	1873	1874
266	1 v	Collection of Wharfage	1861	1865
267	14 v	City Commissioners Ledgers	1782	1858
268	1 v	" " " " Diary	1857	1858
269	1 Box	Week's Investigation - (Clerk)	1928	—
270	1 v	Minutes Sewer Comm.	1908	1916
271	2 v	Correspondence Street Repairs	1920	—
272	4 v	" " " Municipal Garage	1914	1917
273	5 v	" " " Pub. Imp. Comm.	1920	1924
274	1 v	" " " City Service	1920	1924
275	1 v	(9 Vol) Computers Tax Dept.	1919	1927
276	1 v	Correspondence General	1906	1916

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Sheet #4

Project #7108

Serial No.	Container	Title Nov 28th to Dec 4th 1940	Dates From	To.
272	1 Vol	Proposals (Misc)	1866	1870
273	3 ✓	Footways Notices To pave	1846	1867
279	1 ✓	✓ ✓ ✓ ✓ ✓ Index	1842	1844
280	6 ✓	Ordinances - Resolutions - City Commissioners	1866	1891
281	1 ✓	Contracts	1821	1822
282	1 ✓	Bonds for Contracts	1823	1841
283	2 ✓	City Commissioners Correspondence	1868	1894
284	2 ✓	Vouchers Record Journal, Segregation of Accts.	1905	1912
285	1 Box	Correspondence to Chief Engineer	1906	1916
286	3 ✓	✓ ✓ Paving Comm. Records	1919	1925
287	1 ✓	✓ ✓ Bridge Division	1923	—
288	1 ✓	Footways Assessments	1912	1916
289	3 ✓	Correspondence 1 to 121	1925	—
290	2 Vol	Voucher Journal	1905	1917
291	1 ✓	Sewerage Commission Journal	1905	1916
292	5 ✓	Receipts for Orders on City Register	1821	1852
293	1 ✓	Paving Pumps Ledger	1844	1849
294	1 ✓	Estimate for Building Jail	1856	1860
295	1 ✓	Benefit Opening Street Ledger	1847	1855
296	2 ✓	Commissioners Minutes for the Opening & Extending Pratt St.	1812	1813
297	1 ✓	Pratt St. Extention Ledger (Joint Boards)	1818	1819
298	1 Bond	Plumbers Original Bonds	1937	1938
299	1 Box	Plumbing Division, Hearing Board Kirk Ave	1932	1935
300	3 ✓	Correspondence Street Guarantees A to Z	1917	1919
301	12 ✓	✓ ✓ ✓ Highways Engineers	1921	1923
302	2 ✓	Contracts Duplicats 192 - 294	1922	—
303	5 ✓	Inspectors Reports Contracts 262-313	1924	1926
304	1 ✓	Bridge Division (Misc) Data 165 - 351	1906	1911
305	4 ✓	Alley Assessments Sheets 1 - 1044	1916	1917
306	1 ✓	Miscellaneous Old Reports Investigation City Aud.	1916	1925
307	1 ✓	Gas Company Reconstruct Tickets	1928	1935
308	5 Vol	Daily Reports Markets	1917	—
309	1 Box	Rooming House Cards	1925	1928
310	5 ✓	Card Index Plumbers Permit	1906	1915
311	1 ✓	Tax Saving Dept. Vouchers Bureau of Recieptis	1933	1934
312	1 ✓	Footways Wavers etc Records	1919	1920
313	1 ✓	Temporary Payroll Data up to Fall	1934	—
314	2 ✓	Correspondence Highway Engineer 86-121.	1921	—
315	3 ✓	General Purchasing Dept. Correspondence	1928	1938
316		~~JANUARY 16th to 22nd 1941~~		
316	1 Vol	Market Licenses Centre & Lexington	1848	1858
317	1 ✓	✓ ✓ Fells Point, Hanover, Bel Air & Cross	1841	1859
318	1 ✓	✓ ✓ Fells Point & Bel Air	1857	1867
319	1 ✓	✓ ✓ Cross St. - Hollins	1861	1874
320	1 ✓	" " Fells Point	1871	1897
321	1 ✓	" " Hanover Mkt.	1866	1899.

Title Jany 16th to Jany 22nd 1941	Dates
Volume market License	
1 Vol Belair Mkt.	1866-1872
1 " Lexington-Hollins-Richmond Mkts.	1856-1865.
1 " Centre Market	1859-1865
1 " Fells Point Market	1865-1872
1 " Lexington Market	1865-1899
1 " Centre Market	1866-1890
1 " Richmond Market	1869-1873
1 Vol Hollins Market.	1865-1879
1 " Belair Market.	1871-1899.
1 " Richmond Market.	1872-1899
1 " Lafayette Market	1873-1895.
1 " Cross St Market	1890 —
1 " North-East Market	1885 1895
1 " Cross St Market	1872 1899

See Sheet #5

Key
Box - Bx.
Paper - Pa.
Volume - V.

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Project # ~~708~~ - 7127

Sheet # 1

Serial No	Container	— Titles — October, 17th to 30th 1940 Inc.	Dates		Serial No	Container	— Titles — October 31st to November 13th 1940		
1	40 V.	"Meter Ledger"	1914	1925	48	1 Bx	Reconstr Work Tickets	1930	—
2	6 Bx	Plumbing Receipts.	1935	1938	49	1 V	Private Paving Accounts	1921	—
3	20 v	Applications to Install or Reconstruct Plumbing.	1926	1938	50	1 V	Street Ledger	1897	1907
4	13 v	Invoices and Vouchers).	1923	1924	51	1 V	Record of Ordinances	1886	1905
5	19 v	Plumbing Reports.	1925	1938	52	238 Bx	(Cashiers Stubs.	1937	—
6	5 v	(Hlth Dept General Corresp.)	1925	1930	53	44 V	Original Inventories	None	
7	1 V	Maintenance of Bridges & Culverts.	1918		54	21 Bx	Manfts, House Records	1932	1938
8	4 Bx	Work Orders.	1936		55	1 V	Int. on 6% Reg W.M.R.R. Cos Bonds	1871	1872
9	147 V	Vendors Copies.)	1925	1927	56	15 V	v. v Funded Debt	1909	1914
10	70 Bx	"Vendors Copies"	1928	1934	57	2 V	v. v 6% Jail Stock	1858	1873
11	1 v	Time Books	1932	1935	58	1 V	v. v 6% City Stock 1884	1884	1885
12	3 v	Bills for Material	1928	1926	59	14 V	Receipts for City Stock Certificates	1913	1916
13	1 v	Bar Fixtures Survey, Plumbing Division.	1933	1934	60	91 V	Int. on 6% Stock, Corp of Balto	1841	1868
14	80 V	Time Books	1904	1925	61	39 V	Int. on 6% City Stock $800,000 Floating Debt	1871	1881
15	70 Bx	Contracts Old & New Paving Commissions	1912	1916	62	20 V	Warrant Check Record Calvert Bank	1913	1917
16	15 v	Correspondence	1918	1926	63	2 V	Int. on 5% Water Stock 1894	1878	1880
17	26 V	General Ledgers	1900	1925	64	3 V	Dividends, 5% City Stock Irredeemable	1833	1842
18	19 v	Appropriation Ledgers	1904	1923	65	8 Bx	Meat Licenses	1928	1938
19	2 Bx	Paving Contracts; Corres' Specif	1914	1921	66	8 V	Dividends 5% City Stock	1825	1840
20	11 v	Correspondence City Engineer	1912	1923	67	1 V	Interest 6% Exempt & Consolidated Loan 1893	1886	—
21	2 V	1916 Int. on 5% Water Stock	1878	1881	68	1 V	v 6% Exempt Loan	1863	1867
22	26 Bx	Receipts - Vouchers	1923	1927	69	1 V	Relief Collections Various Funds	1904	1911
23	11 v	Work Orders	1925	1928	70	120 V	Bank Pass Books	1871	1915
24	1 v	Claims Old Paving Commission	1916	1926	71	72 V	Receipts for Stock Certificates	1879	1913
25	8 v	Reconstruct Ticket	1924	1927	72	1 V	Interest Various Loans	1873	1884
26	94 V	Int on 6% 5 Million Dol B. & O.R.R. Stock	1854	1881	73	105 V	Field Book Asphalt & Concrete Rep.	1919	1925
27	46 v	Int - on 6% Baltimore City Water Stock	1855	1876	74	1 Bx	Lab (31) - Accident Repts (52) Releases (59-60-61 62-63-82)	1922	1927
28	55 v	Int - on 6% Cons. Loan 1890	1868	1881	75	1 Bx	Inventory Extra Typed Carbon Copies	1888	1922
29	7 v	W.M.R.R. Bonds	1873	1875	76	1 Bx	v v v v v v Storm Drains	1880	1897
30	5 v	Int. on 5% Funding Loan - 1916	1879	1881	77	14 V	"Alley Contracts Field Books"	None	
31	2 v	Int. on 6% 1 Million Loan Pitts. & Connellsville R.R.	1861	1866	78	2 V	Bounty Certificates (Stubs)	1864	1865
32	4 v	Int. on Bonds of N.W. Vir R.R. Co etc.	1862	1863	79	1 V	v v Name of Soldier	1862	—
33	38 v	Int. on 6% Jones Falls Stock, 1916	1872	1881	80	1 V	v State Receipts	1866	1867
34	7 v	Int. on 5% v v Loan 1900	1880	1881	81	4 V	v Receipts	1862	1864
35	20 v	Int. on 6% Exempt Loan 1893	1872	1893	82	3 V	Record of Dist. by Board of Relief -	1862	1865
36	19 v	Int. on 6% W.M.R.R. Loan, July 1872	1872	1881	83	6 V	Census of Balto City 1868	1868	—
37	71 v	Int. on 6% City Hall Stock 1902	1874	1881	84	3 V	List of Drafted Men 1864-66	1864	1866
38	6 v	Warrant Check Record Nat'l Marine Bank	1912	1915	85	9 V	Minor Privilege Ledgers 1915-24	1915	1924
39	5 v	Appro - Ledger, City Annex	1888	1904	86	2 V	Register of Minor Privileges 1917-25	1917	1925
40	22 v	(Stock Transfer Blotter	1859	1915	87	10 V	Minutes of Miscellaneous Comm	1836	1896
41	25 v	Int. on 6% Public Park Stock	1860	1874	88	1 V	Bounty Applications, Ord-66 1862	1862	—
42	2 v	Dividends on 5% City Stock Red. after-1860	1836	1840	89	1 V	v Comm. Meetings - 1865	1865	—
43	2 v	v v 5% Court House Stock	1835	1874	90	2 V	Relief Record of Drafted Men	1864	1865
44	3 v	v v 6% City Stock	1817	1842	91	1 V	Board of Relief Md Volunteers	1862	—
45	3 v	Int. on 5% Water Stock - 1894	1878 1880	1886	92	1 V	Ordinances & Resolutions	1896	1897
46	10 v	Vouchers Register - Journal	1910	1924	93	2 V	Police Dockets A-B	1928	1938
	8 v	Summary Street Repairs	1921	1924	94	15 V	Ck. Reg. Sheets Balto. Com. Bank	1929	1938

Department of Legislative Reference
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Room # 419
City Hall.

Sheet #5

Project # 7127

TITLE

January 16th to January 30 1941

Serial	Container					Title	Years	
316	1 Vol	Market	Licenses	Center x	Lexington		1848	1858
317	1 ✓	✓	✓	Fells Point, Hanover, Bel-Air			1841	1859
318	1 ✓	✓	✓	✓ ✓ Bel Air			1854	1867
319	1 ✓	✓	✓	Cross St - Hollins			1860	1874
320	1 ✓	✓	✓	Fells Point			1871	1897
321	1 ✓	✓	✓	Hanover			1866	1899
322	1 ✓	✓	✓	Bel Air			1862	1872
323	1 ✓	✓	✓	Lexington, Hollins Richmond			1856	1865
324	1 ✓	✓	✓	Center Market			1859	1865
325	1 ✓	✓	✓	Fells Point	✓		1865	1877
326	1 ✓	✓	✓	Lexington	✓		1865	1899
327	1 ✓	✓	✓	Center	✓		1866	1890
328	1 ✓	✓	✓	Richmond	✓		1869	1873
329	1 ✓	✓	✓	Hollins	✓		1865	1879
330	1 ✓	✓	✓	Bel Air	✓		1871	1899
331	1 ✓	✓	✓	Richmond	✓		1872	1899
332	1 ✓	✓	✓	Lafayette	✓		1873	1895
333	1 ✓	✓	Stalls	Cross St	✓		1890	—
334	1 ✓	✓	License	North East	✓		1885	1895
335	1 ✓	✓	✓	Cross St	✓		1872	1899
336	✓ ✓	✓	✓	Canton Market.			1885	1897
337	✓ ✓	✓	✓	" "			1899	1909
338	✓ ✓	✓	Stalls.	Fells Point Market Stalls			1868.	
339	✓ ✓	✓	✓	Bel-Air " "			1867	
340	✓ ✓	✓	✓	Fells Point " "			1876	
341	✓ ✓	✓	✓	Canton Market "			1890	
342	✓ ✓	✓	License.	Hollins Market			1878	1899
343	✓ ✓	✓	Stalls	La-Fayette			1871	1875
344	✓ ✓	✓	✓	Fells Point			1871	
345	✓ ✓	✓	✓	Lexington			1865	
346	✓ ✓	✓	✓	Hanover			1876	
347	✓ ✓	✓	✓	Richmond			1890	
348	✓ ✓	Cash Book Fish Collector					1799	1805
349	1	Paste Board Book - Market Stalls - North East Market.					1890.	
350	1	" " " " "	Centre "				1890.	
351	1	" " " " "	Hollins "				1890	
352	1 Volume	Market Stall - Cross St					1936	

Serial	Container	Title	Years	
353	1 Journal	Funding Loans	1874	1878
354	1 Card Board Book	Market Stall Belair	1890	
355	1 ✓ ✓ ✓ ✓ ✓	Fells Point	1890	
356	1 ✓ ✓ ✓ ✓ ✓	Lexington	1890	
357	1 ✓ ✓ ✓ ✓ ✓	Hollins	1896	
358	1 Vol	Market Stall Receipts Various Markets	1899	
359	1 ✓ ✓ ✓ ✓ ✓ ✓		1896	
360	12 vol. " " "	ALL MARKETS	1896	1908 incl.
361	1 - " " " "		1901	1902.
362	1 - " " " "		1903.	
363	4 vols Wagon and Cart License.		1855	1896 incl.
364	1 vol - License Receipts.		1896	1899
365	1 Vol	Market Stall Receipts ALL MARKETS	1904	
366	1 " ✓ ✓ ✓ ✓		1902	
367	1 " ✓ ✓ ✓ ✓		1900	
368	1 " ✓ ✓ ✓ ✓		1897	
369	1 " "	Licenses ✓	1874	1879
370	1 " "	" Theatres	1886	1896
371	1 - vol.	Tax Assessment	1800	
372	1 - Paste Board Book.	Advertisement of Ordinance.	1902	
373	3 - Paste Board Boxes.		1885	
374	1 - Paste Board Book.		1868	1873.
375	1 - Card Board Book 1 - Vol	Ordinance + Resolutions Relating To Comm. Open-Street	1867 1889	1868 1912
376	1 - "	Oath Books	1870	1892
377	1 - "	Street Opening Record, For Collection	1891	1898
378	1 - "	Paving Record For Collection	1855	1874
379	5 - vol's.	List of Stock Holders, Corporations.	1852	1864
380	3 - Paste Board Boxes.	of List of Stock Holders	1846	1869.
381	1 Box	Miscellaneous Records.	1862	
382	1 Card Board Book	List of Corporations	1863	1866
383	1 vol. -	List of Stockholders of City Stock. Book #9	1868	
384	4 vols. -	Cash Books.	1807	1914
385	1 - vol -	Journal	1912	1922.
386	4 vol -	Ledgers	1857	1914
387	5 vol -	Street Ledgers	1874	1896
388	7 vol -	Revenue Ledgers	1915	1923
389				
390				

DEPARTMENT OF LEGISLATIVE REFERENCE.
BUREAU OF ARCHIVES.
ROOM # 419.
CITY-HALL.

PROJECT # 7127

SHEET-#6

JANUARY 30th - TO - FEB.- 10- 1941.

SERIAL	CONTAINER	TITLE	YEAR.
389	VI-VOL.	LOAN LEDGER	1894-1940.
390	3-VOL.	CONTRACTS-INDEX.	1894-1907.
391	3-VOL.	DEEDS-INDEX.	1781-1880
392	4 "	RENT LEDGERS	1916-1923
393	2 "	RENT LEDGERS (GROUND)	1900-1908
394	3 "	ORINANCES AND RESOLUTIONS	1876-1896
395	8- "	RECORDS OF DEEDS.	1854-1904
396	1- "	INDEX OF DEEDS STREETS + ALLEYS DEEDED TO CITY.	NO-DATES
397	3- "	EXPENDITURES + APPROPIATIONS.	1898-1904
398	3- "	PROGRESS OF WORK ON ESTIMATE OR CONTRACTS GUNPOWDER PERMANENT SUPPLY	1876-1891.
399	11 "	REGISTRATION OFFICERS	1888-1890
400	39 "	JUDGES AND CLERKS	1876-1915
401	21 "	CASH BOOK	1900-1923
402	9 "	SEGREGATED CASH	1915-1923
403	1- "	RECORD OF DEEDS, GUNPOWDER PERMANENT SUPPLY	1847
404	1- "	WATER BOARD PROCEEDINGS.	1877-1885
405	1- "	GENERAL LEDGER.	1897-1903
406	1- "	LAKE CHAPMAN LEDGER	1863-1866
407	1- "	POSTAL CARDS	1884-1887
408	4- "	REGISTER	1875-1908
409	2- "	VOTERS	NOT GIVEN
410	4- "	CERTIFICATE STUBS-BURNT DISTRICT LOAN.	1954.
411	2- "	CORRESPONDENCE.	1880-1903
412	1- "	CERTIFICATE STUBS-6% VALLEY RAILROAD LOAN	1886
413	5- "	COUNCIL PAPERS City-LIBRARY INDEX.	1800-1890
414	15 "	CERTIFICATE STUBS. 5% WATER STOCK.	1894-
415	2 "	CERTIFICATE " 4% CONDUIT LOAN (1958)	1907-1913
416	11 "	" " WATER LOAN (1958)	1912-1915
417	4 "	" " 3½% 4 MILLION LOAN 1945	1895
418	3 "	" " WESTERN MD R.R. 1 MILLION LOAN 1902	1872-1901
419	2 "	" " SCHOOL HOUSE LOAN (1961) 4%	1911
420	2 "	RECORD, ETC, INDEX LOCATION	NOT GIVEN
421	1- "	3½ JONES FALLS STOCK (CERTIFICATE STUBS)	1900
422	1- "	SCHOOL HOUSE LOAN. (" ")	1957
423	2- "	4% WATER LOAN (" ")	1926
424	2- "	SEWER SERIAL LOAN (" ")	1916-1955

SERIAL-CONTAINER.			TITLE.	YEAR.
425	CERTIFICATE STUBS		4% WESTERN MD. R.R. LOAN 1927	1887-1911
426	✓	✓	PUBLIC PARK IMPROVENT LOAN 1955	1908-1914
427	✓	✓	CONDUIT LOAN 1962	1913-1915
428	✓	✓	ENGINE HOUSE LOAN 1957	1909-1915
429	✓	✓	ANNEX IMPROVEMENT LOAN 1954	1908-1913
430	✓	✓	6% FUNDING LOAN	1874-1894
431	✓	✓	NEW SEWERAGE IMPROVEMENT LOAN-1980	1909-1980
432	✓	✓	6% PARK STOCK-1890	1870-1890
433	✓	✓	6% CITY HALL STOCK	1876-1894
434	✓	✓	3½% PUBLIC IMPROVEMENT LOAN 1940	1883-1913
435	✓	✓	4% WESTERN MD. R.R. LOAN 1925	1882-1904
436	✓	✓	5% JONES FALLS STOCK 1900	1879-1898
437	✓	✓	6% JONES FALLS LOAN 1900	1872-1899
438	✓	✓	6% CITY HALL STOCK 1884	1872-1879
439	✓	✓	1 MILLION DOLLAR LOAN	1871-1885
440	✓	✓	4% COMPLETION OF HARFORD RUN SEWER - 1885 4% HARFORD RUN IMPROVENT LOAN-1980	1880 - 1885-1904.
441	✓	✓	4% ANNEX IMPROVEMENT LOAN-1951	1912-1951
442	✓	✓	6% PARK IMPROVEMENT LOAN- 1895	1863-1865
443	✓	✓	5% WATER LOAN 1916	1916
444	✓	✓	PUBLIC PARK STOCK 1890	1875-1890
445	✓	✓	5% COURT HOUSE STOCK 1860	1870-1875
446	✓	✓	4% DOCK IMPROVEMENT LOAN 1961	1911-1915
447	✓	✓	4% JONES FALLS IMPROVE-LOAN 1961	1911-1915
448	✓	✓	6% CITY STOCK 1890	1863-1890
449	✓	✓	EXEMPT LOAN 1893	1870-1890
450	✓	✓	PAVING LOAN 1951-1956	1911-1915
451	✓	✓	REFUNDING LOAN-1940	1900-1940
452	✓	✓	5% CITY STOCK 1831-1832	1831-1832
453	✓	✓	6%- 500,000 LOAN.	1840.—
454	✓	✓	5%-FUNDING LOAN	1878-1907
455	✓	✓	5% CONSOLIDATED LOAN	1873-1885
456	✓	✓	6% BELVEDERE ST LOAN 1818-1819	1818-1822
457	✓	✓	3 65/100% JONES FALLS STOCK 1890	1884-1890
458	✓	✓	3½% BALTIMORE-CITY STOCK 1930	1890-1903
459	✓	✓	4% IMPROVEMENT LOAN 1960	1910
460	✓	✓	4% NEW SEWERAGE IMPROV. LOAN 1961	1912-1916
461	✓		4% WATER LOAN 1922	1882-

Department of Legislative Reference
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City-Hall.

Project No.-7127

Sheet-No.-7.

FEB-11- To- FEB.-25-incl-1941.

Serial Vol.	Container.	Title	Year.
462	14-Book stubs.-	3½ Internal Improvement Loan-1928-	1889-1913
463	3-Books.	6% Defense Loan-1893	1863-1893
464	1-Vol	Correspondence, Bureau-of Bldgs.	1893-1896.
465	14 Certif Stubs	3½% Funding Loan 1936	1897 1910
466	4 ✓ ✓	3½% Consolidated Loan 1930	1903-1914
467	2 Vol.	Ordinances + Resolutions	1887-1890 1891 1894
468	8 Bk.	Certicate Stubs Receipts Consolidated Loan 6%	1890
469	10 Vol	Collector-Water Rents + License	1919-1924-
470	31-Book Stubs.-	Five Million Loan-1900.	1871-1889.
471	2-vol.-	Circuit Court-A.A.Co-Removed City Cases	1869-1899.
472	2-vol.-	Circuit Court-Howard Co " " "	1873-1908
473	9-vol.-	Superior Court Expenses	1864-1888
474	4 ✓	Circuit Court Balto Co. Removed Cases From City	1860 1908
475	4 ✓	City Court Expenses	1820-1833 1873-1897
476	1 ✓	City court City Docket	1880-1892
477	1 ✓	Coroners Inquisitions	1851 1869
478	1 Paste Board Book	Balto. Co. Courts on City Business 1824	1829-1832
479	4 Vol	City Court Juries	1879-1916
480	1 ✓	Mayors Court Fine Remitted	1838-1840
481	9-vol.	Superior Court, Expense.	1864-1888.
482	1- "	Circuit Court, Expense.	1858-1861
483	1- "	Orphan Court, Expense.	1829-1850
484	3- "	City Solicitor, City Docket	1876-1891.
485	4 "	Criminal Court Expences	1867-1907
486	37 Ledger	Water Engineer-Revision Charges	1918-1926
487	1 Book	Court of Common Pleas-Judge at Large	1899 1906
488	4 Vol	Druid Lake Time Books	1868 1879
489	8-vol	Court of Common Pleas, Expense	1861-1866
490	1-vol.	Court of Common " City Docket	1876-1892
491	2-vol.	Criminal Court Expense Removed Cases From Counties	1874-1923
492	2-vol	Correspondence	1883-1897
493	1-vol	Pay-Roll Lamplighters.	1897-
494	15-Boxes.	Mayor's Correspondence.	1935-
495	14- "	Appeals Zoning.	1923-1929.
496	2- "	Ordinance	1930.
497	2 Vol	Ordinance + Resolution Relating Supt. Lamp-Light	1879-1891
498	5 Boxes	Zoning Ordinance Various Cities	1920 1928

Serial Vol	Container	Title	Year.
499	6 Boxes	East-West Viaduct Hearings	1929 1931
500	1 "	Reports To Mayor Broening By Secretary on Building Applications	1927 1931
501	1 Box.	Correspondence Dept's.	1923-1936.
502	1 "	" Zoning.	1921-1930.
503	2-Boxes-	Board of Zoning Appeal.	1930-
504	6 "	" Zoning " Duplicate Plats + Data Sheets	1923 1939
505	2 "	" " " Correspondence	1925 1932
506	2 "	" Zoning Appeals	1940
507	3 "	" " Temporary Appeals	1923 1930
508	1-vol.	Journal Costy Records New City Hall	1868-1875.
509	4- "	Record Books	1868-1875
510	26 Card Board Boxes-	Stock Tranferes-Cancelled Certificates	1930-1938
511	3 ✓ ✓ ✓	Coupon Bond Redemptions	1933-1935
512	1 ✓ ✓ ✓	Transcripts	1935 1938
513	1 ✓ ✓ ✓	Coupons-Paving-Bridge Serial	1931 1933
514	1 ✓ ✓ ✓	" 2nd Sewer Serial	1931 1932
515	2 ✓ ✓ ✓	Stock Receipts + Tranferes.	1930 1936
516	1 Ledger	Ledger Aug 5-1868-Nov. 1.1869 on New City Hall	1868-1869.
517	16-Boxes.	Mayor + City Council Cancelled Checks. Corporate Accounts.	1936-
518	33-Boxes.	" " " " " "	1926-1934.
519	1-Box	Education Time Sheets.	1939-
520	1 ✓	Baltimore County Water Co New Contracts	1922
521	1 ✓	✓ ✓ ✓ Old "	1922
522	1 ✓	✓ ✓ ✓ Documents + Right of Way Deeds	1900 1922
523	1 ✓	Miscellaneous Record-Paving-Grading-Curbing	1906 1908
524	9-vol.	Commissioners For Opening Streets (Miscellaneous)	1906 —
525	18-Field Books	Field Books Burnt District Commission.	1928 —
526	1-Box	Receipt For Advertising. Burnt District Commission	1904 —
527	10-Boxes	Correspondence and Miscellaneous Correspondence	1906 —
528	2 "	Baltimore County Water Co. Documents	1891
529	1 File	Float Records, Patapsco Sewerage Works	1922
530	2 ✓	Private Sewers "Extra Prints"	1926 1927
531	2 ✓	Private Sewers, Correspondence, Letters + Complaints	1924 1925
532	1 ✓	"Nrt. Washington" Sanitary Clear Water + Drains	1924
533	2-Boxes.	The Baltimore County Water Supply.	1921 —
534	1-Transfer-Case	Back River Sewerage Works.	1922 —
535	15-Card Board Drawers	Work Order Cost.	1929 —
536	3-Boxes.	Roland Park	1926 —

Department of Legislative Reference
Bureau of Archives.
Room-#419.
City Hall

PROJECT NO. 7127

SHEET-NO-8

TITLE.

FEB. 25 – TO – MARCH 10th 1941

SERIAL – VOL. –	CONTAINER.	YEAR.
537 – 4-BOXES. –	STOPPAGE RECORDS.	1918-1922.
538 – 20-BOXES.	DAY LABOR CONSTRUCTION / A.B.C. CLASSIFICATION COMMISSIONERS FOR OPENING STS.	1917-1927.
539 – 1-BOX	PLUMBES CONNECTIONS.	1924 –
540 – 2 FILE BOXES	VOUCHERS	1912-1913
541 – 10 ✓ ✓	PRIVATE SEWERS	1924-1926
542 – 30 ✓ ✓	STORM WATER CONTRACT CORRESPONDENCE & RECORD	1922-1926
543 – 21 ✓ ✓	SANITARY CONTRACTS-CORRESPONDENCE & RECORD	1922
544 – 3 PASTE BOARD BOXES	– MINUTES OF BOARD ESTIMATES	1920 1932
545 – 3 FILE BOXES	(OID CONTRACTS) CORRESPONDENCE-RECORDS MISC.	1921
546 – 1 ✓ ✓	EASTERN AVE SEWAGE PUMPING STATION MATERIAL CONTRACTS	1921
547 – 8-FILE BOXES.	CHIEF ENGINEER OF CITY CORRESPONDENCE.	1916-1917
548 – 2 – " "	CORRESPONDENCE AND RECORDS-SANITARY CONTRACTS.	1925 –
549 – 4 – " "	EXECUTIVE OFFICE CONTRACT DATA + CORRESPONDENCE.	1924 –
550 – 16 – " "	EXECUTIVE OFFICE CONTRACT DATA + CORRESPONDENCE MATERIAL CONTRACT NO-46-TO-58. INCLUSIVE.	1924 –
551 – 5-VOL.	VOUCHER RECORD JOURNAL.	1905-1912
552 – 14-VOL.	SEWERAGE COMMISSION CITY OF BALTIMORE	1906-1911
553 – 10-VOL	MINUTE BOOKS SEWERAGE COMMISSION	1905-1916
554 – 4 FILE BOXES	CLEARWATER PLUMBERS CONNECTIONS	1924 1927
555 – 1 VOLUME	LEDGER #1 SEWERAGE COMMISION	1905 1916
556 – 1 FILE BOX	DIVISION OF WORKS-CORRESPONDENCE-WEEKLY REPORT	1920 1926
557 – 19 FILE BOXES	SEWER DIVISION CORRESPONDENCE	1916-1917
558 – 1-JUMBO FILE.	– CONTRACT CORRESPONDENCE AND RECORDS STORM WATER CONTRACT #47.	1923-1928.
559 – 10-VOL.	METER LEDGER – AVALON.	1918-1925.
560 – 105-VOL	ANNUAL ROLL OF ASSESSED VALUATION OF REAL ESTATE.	1930 —
561 22 VOL	METER LEDGER VARIOUS DISTRICTS	1918 1925
562 1 BOX	DEPARTMENTAL CORRESPONDENCE	1926 1932
563 – 2-BOOKS.	DAILY CHANGE SHEETS.	1930-1933
564 – 125-BOOKS.	CHOKED SEWERS.	1934-1938
565 – 4 BOXES	WORK ORDERS.	1930 —
566 59 BOXES	COST ORDERS	1931 –
567 3 BOXES	CORRESPONDENCE-PORT DEVELOPMENT COMMISION	1920 – 1927
568 43 BOXES.	PLUMBING NOTICES.	1933 –
569 5 BOXES	TIME SHEETS PARK BOARD	1936
570 5 BOXES	TIME SHEETS STREET CLEANING	1935-1936
571 5 BOXES	TIME SHEETS BUREAU of SEWERS	1935-1936
572 1 BOX	TIME SHEETS BUREAU of HARBORS –	1935-1936
573 – 20-BOXES	CORRESPONDENCE	1915-1924

TITLE.

SERIAL – VOL. –	CONTAINER.	YEAR.
574 – 2-BOXES	PAYROLL-(EDUCATION.)	1935-1936
575 – 1-BOX	DISTRIBUTION DODGE SHEETS.	1936 –
576 – 2-BOXES.	SUPERVISING TIME-KEEPER REPORTS.	1934-1936.
577 – 1-BOX	BANK TAPES	1936 –
578 – 1-BOX.	CHECK STUBS AND VOUCHERS.	1936-1937
579 – 1-BOX	REPORT FOLDERS.	1935-1936
580 32 BOXES	REFUNDS	1925 – 1933
581 1 BOXES	TIME SHEETS BUREAU of HIGHWAYS	1936 –
582 2 BOXES	ACCIDENT REPORTS	1934 –
583 1 BOX	SUMMARY SHEETS	1936 –
584 3 BOXES	VOUCHERS CENTRAL PAYROLL BUREAU	1936 –
585 1 BOX	FUEL-TICKETS-G.P.A.-E.G-ADC.	1937-1938
586 151 BOXES	TAX LEDGERS. REAL PROPERTY TAX ROLLS	1925-1927
587 12 BOXES	LEDGER MINOR PRIVILEGE	1925-1927
588 4 BOXES	LEDGER-MD. CORPORATION-NAT BANK-SAVING BANK	1925-1927
589 – 38 JUMBO-FILES.	CORRESPONDENCE	1927-1936
590 – 213-BOOKS	SUSPENSE LEDGER REAL AND SPECIAL CHARGES.	1930-1936.
591 1-BOX.	CORRESPONDENCE ABSTRACTS OF TITLES.	1894-1906.
592 3-BOXES.	CORRESPONDENCE	1906-1920.
593 232-BOXES.	MINOR PRIVILEGE APPLICATIONS.	1900-1939
594 55-BOXES.	CONTRACTS and BONDS.	1925-1929.
595 – 75-FILE DRAWERS	MOTOR VEHICLE ROLL	1925-1929.
596 – 12-BOXES	OPEN ACCOUNT.	1929 –
597 2 BOXES	CORRESPONDENCE CITY REGISTER	1925-1927
598 53 VOL	ALLEY PAVING RECORDS.	1916-1931
599 74 VOL	ADMIT BOOK B.V.A.	1925-1928
600 2 BOX	LEDGERS. INTANGIBLE PERSONAL PROPERTY TAX	1926
601 62 VOL	DRAFTMEN FIELD BOOK	1921
602 17 BOX	EFICIENCY RATING CARDS	1922-1928
603 1 BOX	PAYROLL DISAPPROVALS	1924 1934
604 13 BOXES	REPORTS	1920-1928
605 1 BOX	CORRESPONDENCE PLANS-SURVEY	1911
606 1 BOX	MISCELLANEOUS RECORDS " "	1911
607 1 BOX	SCRAP BOOKS PLANS-SURVEY	1907-1911
608 1 BOX	PAYROLL AND RECORD " "	1893-1910
609 2 VOL	CHILDRENS INSTITUTIONS	1903-1928
610 1 VOL	TRANSPORTATION ACCOUNT	1912-1925

DEPARTMENT OF LEGISLATIVE REFERENCE
BUREAU of ARCHIVES.

PROJECT #7127 ROOM #419. CITY-HALL.

SHEET-NO-9.

TITLE

MARCH, 10th.—TO

SERIAL	Vol	CONTAINER.	YEAR.
611	1 Vol	HOSPITAL PATIENTS REGISTER	1921-1925
612	2 ✓	VOUCHER REGISTER-JOURNAL	1910-1918
613	1 Box	COMPENSATION REPORTS	1925-
614	19 ✓	CERTIFICATIONS	1920-1928
615	1 ✓	PAYMASTERS BRIEFS	1924-1930
616	1 ✓	DEPARTMENTAL PAYORDERS	1924-1928
617	1 ✓	PAYMASTERS MISCELLANEOUS RECORD	1923-1933
618	1 ✓	BOULDINS FIELD BOOK WITH INDEX	1796-1802
619	3 ✓	BOULDINS FIELD BOOKS	1829-1874
620	-1-BOX-	TAX SALE DELIVERIES.	1933—
621	-1-VOLUME-	INSPECTOR OF BUILDINGS (SMOKE PIPE RECORD)	1929—
622	-1-VOLUME-	NAMES of STREETS CHANGED.	1908—
623	-1-BOOK-	DIAGRAMS. City-Streets.	1876-
624	-1-VOLUME-	APPROPRIATION LEDGER.	1908—
625	-1-LEDGE-	PERMIT LEDGER.	1927-1929.
626	-1-VOLUME-	PERMITS ISSUED.	1916-1917.
627	1 Box	MARRIED WOMEN, WORKING FOR CITY	1932
628	1 ✓	PAYROLLS RETIREMENT OLD AGE	1931 A32
629	1 ✓	COMPENSATION CASES PRIOR 1926	1926
630	1 ✓	RETIREMENT ALLOWANCE PAYROLLS	1926-1927
631	2 Vol-	STREET LEDGER 1896-1913	1887-1895
632	14 "	FOOTWAY PAVING	1921-1933
633	1 "	PAVING LEDGERS	1886-1899
634	3 "	LEDGERS City CHARITIES	1907-1924
635	1 Box	BOULDINS FIELD BOOKS MISC	1809 1829
636	1 ✓	BOULDINS FIELD BOOK MISC	1882 1900
637	1 ✓	VOUCHERS Topo SURVEY	1916-1923
638	1 ✓	TAX SALES	1920-1927
639	-10-VOL.-	RECORD BOOKS.	1913-1930.
640	-1-BOOK-	POLICE DOCKET	1930-1931
641	-4-VOL.-	GENERAL LEDGER-1933-34 (BUREAU of CONTROL & ACCTS.)	1933-1937.
642	-200-BOOKS.-	COMMISSIONERS FOR OPENING STREETS	1926-1938
643	15 Boxes	EMERGENCY SUBSTITUTE School BOARD	1925 1937
644	63 ✓	CORRESPONDENCE PAYROLL	1924-1938
645	1 ✓	PAY ORDERS CORRESPONDENCE PAYROLL	1929
646	1 ✓	COMPENSATION CASES CORRESPONDENCE	1926
647	3 ✓	MOTHERS RELIEF FIRE DEPT. PENSION,	1932 1936

TITLE

SERIAL		CONTAINER.	YEAR.
648	2 Boxes.	CORRESPONDENCE - PLANS AND SURVEY. IMPROVEMENTS.	1920-1927
649	2 "	" " " " SERVICE ORDERS-B.P.-MAPS.	1919-1920
650	1 "	" " " " " "	1931-1932
651	1 "	CITY SERVICE - Plans and Survey.	1923-1932
652	1 "	Applications Rec. from Bldg. Engineer [Health Dept]	1930-1932
653	1 "	Plans & Survey - Grade Establiments Records and Letters.	1919-1931
654	4 Vol	LEDGERS COMMISSIONER of OPEN STS.	1913-1925
655	3 ✓	SEWERAGE-CONNECTION CHARGES	1913-1925
656	10 ✓	STREET PAVING OLD + NEW ANNEX	1922-1925
657	10 ✓	BLOTTER BOOKS COMMISSIONER of OPEN STREETS	1889-1918
658	1 ✓	NEWSPAPER CLIPPINGS	1906-1917
659	1- Box	CITY LIBRARY CORRESPONDENCE.	1891-1899
660	-9-VOL.	WARRENT BOOKS.	1905-1921
661	-1-VOL.	PAY ROLL DISTRIBUTION (BALTO. CO. W. + E. CO)	1916-1923.
662	3 Boxes	CORRESPONDENCE (COMPTROLLER) Pensions.	1927-1936
663	66-Boxes.	PENSION ANNUITY CARDS. (")	1926-1936
664	1- Box	BALTIMORE SESQUI-CENTENNIAL CELEBRATION- 1880.	1880—
665	1 ✓	SALARY CHECK RECEIPTS	1933-1937
666	5 ✓	CHECK TAPES FOR BANK RECONCILIATIONS	1934-1938
667	2 ✓	COMPENSATION CORRESPONDENCE	1935
668	7 ✓	ACCIDENT REPORTS	1933-1938
669	17 ✓	COMPENSATION CASES CLOSED	1930-1939
670	1 Vol	STOP VALVE PLACED	1894-1897
671	12 ✓	PROPERTY SOLD FOR TAXES	1842-1874
672	1 ✓	VOUCHER REGISTER	1917-1922
673	1 ✓	PROPERTY ON WATERSHED NUISANCE	1902-1903
674	- 1-VOL.	GENERAL LEDGER.	1921-1923.
675	- 1-VOL.	CASH BOOK.	1921-1923
676	- 1-VOL.	MAINS LAID.	1894-1897
677	- 47-VOLS.	APPROPRIATION LEDGER.	1927-1936.
678	-15 Boxes	HISTORY SERVICE RECORD CARDS. BUREAU OF PENSIONS.	1926-1931
679	- 6 "	PENSION ANNUITY CARDS.	1937—
680	- 1- Box	PENSION BUREAU - SERVICE DEPARTMENT.	1937-1938
681	-1- "	EMPLOYEES RETIREMENT SYSTEM - CORRESPONDENCE	1937-1938
682	8 Vol	VOUCHERS REGISTER-BUREAU CONTROL-ACCOUNTS.	1935 1938
683	1 ✓	TAX COLLECTION RETURNS-BUREAU-DISBURSEMENTS.	1930-1934
684	2 ✓	REVENUE LEDGER-BUREAU-CONTROL-ACCOUNTS.	1937-1938

DEPARTMENT OF LEGISLATIVE REFERENCE.
BUREAU OF ARCHIVES.

PROJECT # 7127 ROOM #419. CITY HALL.

SHEET NO. 10.

TITLE.

MARCH-10-TO-MAR. 21. 1941.

SERIAL	CONTAINER	YEAR
685	1 Vol EXPENSE ACCOUNT WATER Supply	1915
686	1 ✓ REVENUE AND EXPENSE LEDGER. BALTO CO. W.E.C.	1921-1922
687	27 ✓ DAILY AUDIT SHEETS BUREAU-CONTROL-ACCT.	1926-1938
688	1 Box RECEIPT FOR WATER DEPT. PAYROLL	1934-1938
689	3 ✓ G.R.A-A.D.C. EMERGENCY GRANTS TICKETS	1938-1939
700	31 ✓ INTEREST ON FUNDED DEBT CHECKS. (CITY REGISTER)	1934-1937
701	10 ✓ PAYROLL VOUCHERS	1937-1938
702	1 ✓ CHECK STUBS PAYROLL —	1938
703	2 ✓ PENSION CHECKS CITY REGISTER	1932-1933
704	69 ✓ INTEREST CHECKS CITY REGISTER	1924-1931
705	1 ✓ SUPERVISING TIMEKEEPERS REPORT COMPTROLLER	1939
706	18 ✓ COUPONS PAID CITY REGISTER-	1927-1935
707	84 ✓ CHECKS CITY REGISTER	1926-1933
708	5 Vol BUREAU-AUDITS SUMMARY SHEETS	1925-1929
709	1 ✓ VOUCHER REGISTER + JOURNAL	1923-1927
710	12 ✓ OFFICIAL RECORD-DEPARTMENTAL ESTIMATES	1926-1938
711	1 ✓ MONTHLY STATEMENTS-APPROPRIATION ACCTS.	1925-1929
712	12 ✓ VOUCHERS REGISTER	1929-1934
713	1-Box- LISTINGS SHOWING BALANCE IN VARIOUS UNITS (BUREAU OF RECEIPTS LEDGERS AS OF DEC. 31, 27	-1927.
714	1-Box- WORKING PAPERS.	-1929
715	2-VOL BUREAU OF AUDITS REALESTATE OUTSTANDINGS-DEC. 31, 1928	-1928
716	87-Boxes- Contracts and Bonds.	-1907-1928
718	6- " Power of Attorney.	-1892-1925
719	1-Box-DRAWN FERRELL ORDERS.	-1939 —
720	2-Boxes-Contracts and Bonds- INSTITUTIONS.	-1907-1927
721	5- " - " " " - Paving Commission	-1907-1927
722	4- " - " " " - Sewerage "	-1907-1927
723	2- " - " " " - Water Board.	-1907-1927
724	4- " - " " " - EDUCATION School.	-1907-1927
725	2- " - " " " - Bay View Hospital	-1907-1927.
726	1-Box - STOCK RECEIPTS FOR TRANSFER	-1932-
727	2-Boxes- VOUCHERS	-1929-
728	3-Boxes- UNSUCCESSFUL BIDS.	-1928-1931
729	1-Box - RELEASES.	-1928-1929.
730	1-Box - INFORMATION EMPLOYEES	-1926-1929.
731	3-VOL. - SUMMARY OF Street REPAIRS.	-1927-1929
732	1-VOL. - SUMMARY OF ROADS + STREETS	-1926-1928

10 SERIAL NO. OMITTED. 689-699

TITLE.

SERIAL	CONTAINER	YEAR
733	1-VOL.- SUMMARY STREET REPAIRS.	1925-1928
734	1-VOL.- TAX COLLECTION RETURNS.	1925-1929
735	2-VOL.- REVENUE ACCOUNTS-LOAN ACCOUNTS.	1925-1928
736	2-BOXES- OVERPAYMENT REFUND CHECKS	1928-1929.
737	5-VOL. BUREAU OF AUDITS.	1929-1932
738	1-VOL.- BUREAU OF AUDITS SUMMARY SHEETS CASHIERS COLLECTIONS.	1930-
739	2-VOL.- BUREAU OF AUDITS SUMMARY OF OUTSTANDING ACCOUNTS RECEIVABLE	1930-
740	1-Box- CONTRACTS and BONDS-STREET CLEANING Dep't-Sydenham Hospital	1907-1917
741	2-Boxes- " " " PLUMBERS BONDS.	1907-1917
742	1-Box - " " " PARK Board	1907-1917
743	1- " - " " " Falls Way Imp. - Elect. Com. Harbor Board	1907-1917
744	1- " - " " " LAMP LIGHTING. SUP'T.	1907-1917
745	2-Boxes- " " " FIRE COMMISSIONER	1907-1917
746	1-VOL. BUREAU OF AUDITS LIENS ON SUSPENSE LEDGER JAN. 1, 31	1931-
747	1-Box PUBLIC IMPROVEMENT COMMISSION-1923	1923-
748	1-VOL. BUREAU OF RECEIPTS. (ESTIMATE RECEIPT BALANCE TO SURPLUS)	1925-1926.
749	1-Box. WESTERN CONCRETE DISTRICT BASE-(sheet ASPHALT REPORTS-1936)	1936-
750	2 ✓ INVOICE SENT TO City Solicitor FOR Collection	1922-1924
751	6 ✓ SERVICE TRUCKS HIGHWAYS	1928-1931
752	5 ✓ REPAIR MISCELLANEOUS HIGHWAYS	1925-1929
753	4 ✓ INSPECTOR REPORT DAILY	1926-1927
754	1 ✓ ALLOTMENTS (P.I.C.) OLD	—
755	1 Vol LEDGER. BUREAU of HIGHWAYS	1924
756	1 Box REQUISITION BUREAU of "	1925-1932
757	1 ✓ MAINTENANCE DIVISION Public "	1931-1933
758	1 Vol APPROPRIATION SHEETS	—
759	7 ✓ REVENUE LEDGER.	1928-1934
760	1-Box CONTRACTS and Bonds. OPENING AND CLOSING OF STREETS.	1907-1917
761	1- " " " " Bridges, City Hall, City Jail, COURT HOUSE	1907-1917
762	1- " " " " Commission FOR OPENING STREETS.	1907-1917
763	2-Boxes " " " City Engineer.	1907-1917
764	7- " " " " Highway Engineer Paving	1917-1924
765	6- " " " " Paving Commission	1917-1924
766	1-Box MATERIAL TICKETS received	1937-
767	3-Boxes- ORDERS. 1-Box BUREAU OF HIGHWAYS MAINTENANCE DIVISION.	1934-1936
768	192-BOOKS- MISCELLANEOUS.	1929-1938.
769	2 Box RELEASES	1928-1934

DEPARTMENT OF Legislative Reference.

PROJECT-7127-A. BUREAU OF ARCHIVES.

Sheet-NO-11.

MARCH 21-To-MARCH 31, 1941-inclusive.

SERIAL.	CONTAINER.	TITLE.	YEAR.
770	4 BOXES	PAID BILLS BUREAU HIGHWAYS.	1930-1932
771	3 PASTEBOARD BOXES	CORRESPONDENCE ✓ ✓	1924-1925
772	3 PASTEBOARD BOXES	PERSONELL FILES ✓ ✓	1925-1937
773	12 ✓ ✓ ✓	CORRESPONDENCE - COMM. OPEN STS.	1906-1916
774	9 ✓ ✓ ✓	CORRESPONDENCE (CLAIMS PUBLIC WORKS	1928-1936
775	3 ✓ ✓ ✓	PURCHASE ORDERS. BUREAU HIGHWAYS	1925-1926
776	7 ✓ ✓ ✓	METER WATER, CORRESPONDENCE	1928-1931
777	1 ✓ ✓ ✓	BILLS RECEIVABLE - BUREAU HIGHWAYS	1912-1925
778	2 ✓ ✓ ✓	CONTRACTS ALLEY ✓ ✓	1926-1930
779	6 ✓ ✓ ✓	REPAIRS ✓ ✓	1930-1935
780	3 ✓ ✓ ✓	DAILY LETTERS- COMMISSIONER OPEN STS.	1916-1930
781	2 ✓ ✓ ✓	BILLS ✓ ✓ ✓	1905-1920
782	5 Vol	INTANGIBLE PERSONAL PROPERTY	1933-1937
783	80 ✓	AUTO TANGIBLE - BUREAU - RECEIPTS	1933-1937
784	15 ✓	CLOSED ACCOUNTS - TANGIBLE-PERSONAL PROPERTY	1933-1937
785	8 ✓	MD. CORP. CLOSED ACCOUNTS BUREAU-RECEIPTS.	
786	1-Box. Contracts and Bonds	- For Bridges - City Hall and City Jail.	1917-1924
787	1- " " "	- " Miscellaneous. - Street Cleaning Commission	1917-1924
788	1- " " "	- " LAMPS & LIGHTING - Markets - Police Dept. Public Bath	1917-1924
789	1- " " "	- " COURT HOUSE - HANBOY - and Health Dept.	1917-1924
790	3-Boxes " "	- " Water Board	1917-1924
791	5- " " "	- " Sewerage Commission	1917-1924
792	36- " WORK ORDER RECORDS	- " Sewers	1931-1933
793	18- " Children's Cases.	- " City Charities	1900-1915
794	16- " Foster Homes	- " " "	1900-1935
795	3- " ORDER & REC. RECORDS	- " STORES	1927-1928
796	122- " Mayor Jackson's Corres.	- " PAYROLL	1931-1939
797	12- " DAILY TIME SHEETS	- " Sewers.	1933-
798	150-Books-	- " Bureau of Controle and Accounts (TIME SHEETS)	1936-1938
799	1-VOL. APPROX-200-pp.	- - ALLEY CASH BOOK.	1924-
800	3-Books- " 200 pp. Ea.	- " TURN OFF 1919	1919-1922
801	264-Vols. " 200 " "	- " Real Estate Tax Ledgers.	1931-1934
802-	1-Box-METER CONNECTIONS APPLICATIONS-1924-25-(PRIVATE FOOTWAY PAVING WARRANTS-1915-1916		1924-1925 1915-1916.
803-	14-Books.	SCHOOL BOARD EMPLOYEES-(PAYROLL)	1937-
804-	9-Books.	LIEN CLASSIFICATION	1920-1926.
805-	1-Box	PERSONAL SUITS COURT COST.-1925-26-27	1925-1927.
806	2-Boxes, Contracts and Bonds	- Annex Improvement Com.	1917-1924
807	1-Box " " "	- City Engineer	1917-1924
808	2-Boxes " " "	- Plumbers Bonds	1917-1924
809	4- " " " "	- Public Schools.	1917-1924
810	1-Box " " "	- Park Board.	1917-1924
811	3-Boxes-Correspondence and Complaints	- Sewers.	1926-1931
812	1-Box- United Railways Track Drains	- "	1926-1927
813	1- " Plumbers Connections Sanitary	- "	1926-—
814	5-Boxes-Truck Tickets	- "	1928-1932
815	8- " - Private Sewers	- "	1926-1927
816	1-Box- House Connections.	- "	1926-1927.
817	46 Boxes VENDORS Copies	BUREAU DISBURSEMENTS.	1934-1938
818	45 ✓ PURCHASE ORDERS. ✓	—	1935-1939

TITLE.

SERIAL.	CONTAINER.	TITLE.	YEAR.
819	15 Boxes	SERVICE ORDERS	1936-1938
820	1 ✓	INTERDEPARTMENT FOOTWAY PERMITS	1918-1936
821	5 ✓	WATER-DEPARTMENT FOOTWAY PERMITS	1919-1929
822	-12-BOOKS-	PAYROLL OF O.A.R. & A.T.B.	1937-1938.
823	-9-BOOKS-	TURN ON RECORD.	1925-1928.
824	-1-BOOK-	PAYROLL, MOTHERS, Relief.	1932-
825	9 Vol -	DEPARTMENTAL ESTIMATES -	1914-1922
826	82 Boxes	CONSOLIDATED GAS. CO. FOOTWAY PERMITS	1918-1937
827	90 ✓	MISCELLANEOUS FOOTWAY PERMITS	1918-1936
828	25 ✓	C. AND P. TELEPHONE CO. FOOTWAY PERMITS	1918-1937
829	11 ✓	UNITED RAILWAY-ELECTRIC ✓ ✓	1918-1936
830	-1 Box	TRANSFER VOUCHERS.	1926-1927
831	12-Box	TIME Sheet Storage	1928-1931
832	2- "	Time Books	1931-1932
833	2- "	TRUCK and Team Bills	1926-1928
834	1-Box	PINKS service Orders	1930-1931
835	2-Boxes	Contracts and Bonds - Fire Dept.	1917-1924
836	1-Box	" " " Bay View.	" "
837	4-Boxes	" " " Institutions	" "
838	9- "	" " " Footways & Sidewalks	" "
839	6- "	" " " Water Supply	1892-1925
840	-2-VOL.-	PAYROLL Retirement ALLOWANCE. JAN.-JUNE-	1936-
841	-8-BOOKS.-	PAYROLL-ELECTION.	1933-1936.
842	-1-BOOK-	DEPARMENT-EDUCATION	1936-
843	1 Vol	ROSTER DEPARTMENTAL	1936-
844	1 ✓	ROSTER - AID TO DEPENDENT CHILDREN	1936
845	3 ✓	SCHEDULE OF ACCOUNTS RECEIVABLE	1916-1920
846	116 Boxes	MISCELLANEOUS CASH STUBS	1932-1939
847	2 ✓	TRAFFIC FINES-TRAFFIC COURT	1939
848	1 Box.	Water RECORDS.	1910-1912
849	1- "	Hydrant Ferrules Orders	1916-1921
850	24 Boxes.	Storm Water Contracts.	1935-1932
851	4 "	Purchase Orders A to Z.	1925-1929
852	9- "	APPLICATIONS For Water	To — 1939
853	8- "	" Balto. Co. Water Dist.	To — 1939.
853½	1 "	METER ORDERS FOR SERVICE	PRIOR TO FEB 1 1939
854	-56-BOOKS.	PER DIEM EDUCATION.	1939-
855	-2-BOOKS.	DAILY CASH RECORD SHEETS.	1938-
856	-1-BOOK-	CHECK REGISTER SHEETS. (BALTO. COMM. BANK.)	1939-
857	-8-BOOKS-	CONTROL SHEETS.	1929-
858	13 Boxes.	ORDINANCES-RESOLUTIONS	1927-1931
859	1 Vol	MISCELLANEOUS-COUNCIL COMMUNICATION	1927-1931
860	14 Boxes	ORDINANCES	1923-1927
861	26 ✓	ORIGINAL ORDINANCES.	1931-1939
862	3 ✓	CORRESPONDENCE (FOOTWAYS.)	1920-1922
863	-1-BOOK	INTEREST ON FUNDED DEBT CHECK RECORD Sheet	1939-
864	-1-BOOK	CHECK RECORD SHEETS-FIRST NATL. BANK	1939.-

DEPARTMENT OF Legislative Reference.

PROJECT-7127-A.

BUREAU OF ARCHIVES.
ROOM # 419.

SHEET-NO. 12

FROM MARCH 31- TO- APRIL 8, 1941- INCLUSIVE.

SERIAL.		TITLE. CONTAINER.	YEAR.
865	- 3 BOXES -	DIPTHERIA IMMUNIZATION-(HEALTH DEPARTMENT.)	1929-1930.
866	- 13 ✓	CONDEMNATION SHEETS (FOOTWAYS)	1931-1938
867	- 2 ✓	CONTRACT CORRESPONDENCE (FOOTWAYS)	1921-1924
868	- 3 ✓	PHOTOGRAPHIC PLATES (MAP of CITY WATER DEPT)	—
869	- 4 ✓	CHECK'S RETIREMENT FUND - COMPTROLLER-(PAYROLL)	1926-1927
870	- 1 ✓	INSPECTIONS	PRIOR TO 1939
871	- 3 ✓	CITY LIBRARY CORRESPONDENCE	1923-1937
872	- 5 ✓	TAXES INTEREST AND REFUNDS PAID VARIOUS CITY DEPT CITY REGISTER	1920-1924
873	- 1 ✓	WILBUR F COYLE CITY LIBRARIAN	—
874	- 1 ✓	PENSION APPLICATIONS	1920-1926
875	- 4 ✓	SORE EYES REPORT. HEALTH DEPT	1925-1935
876	- 93 Vol	TANIGBLE PERSONAL TAXES	1915-1922
877	- 3 ✓	THE WIDENING of EAST AND CHESTNUT ST.	1891
878	- 1 ✓	OPENING McCulloh ST FROM BIDDIE TO EUTAW	1889
879	- 1-160 Trans	Parks- Streets - Baltimore	1872-1930
880	- 298 Book	Commissioner Opening Streets.	1870-1929
881	- 95- BOXES.	PAYROLL CHECKS FIRST NATL. BANK	1928-1934.
882	- 22- "	" " THE CITZENS NATL. BANK.	1926-
883	- 41- "	" " MD. TRUST CO.	1931-1934
884	- 3 "	" " BALTIMORE COMMERCIAL BANK	1924
885	- 3 "	" " CONTINENTAL TRUST CO	1924
886	- 12 "	" " CITIZENS NATIONAL BANK	1924-1926
887	- 5 "	RETIREMENT CHECKS. FIRST NATIONAL BANK	1928
888	- 1 .	COMPENSATION-DISABILITY CHECKS. FIRST NATIONAL BANK	1928
889	- 123 Boxes	Old Age Pension	1937
890	- 9 "	Pay Roll Checks	1937
891	- 45 "	Bureau of Public Assistence	1937
892	- 60 "	Aid To Dependent Children	1937
893	- 138 "	General Public Assistence	1938
894	- 41 "	Pay Roll Checks Baltimore Commercial	1937
895	- 28 "	" " " Baltimore Commercial	1937
896	- 64 "	Paymaster First Natl-Bank	1938
897	- 10 "	Retirement " " "	
898	- 22 "	CHECKS- PAYMASTERS-(BALTIMORE COMMERCIAL BANK.)	1935-1936
899	- 67 "	PAYROLL-CHECKS- " " "	1934-1935
no 900 901	- 77 "	OLD AGE PENSION CHECKS " " "	1936-
902	- 2 "	ROBERT GARRETT CLINIC RECORDS.	1931-1932
903	- 1 "	REQUEST FOR SHICK TEST.	1929-
904	- 2 "	ROBERT GARRETT HISTORIES. TIME OF CLOSING	1932-
905	- 1 VOL.	PROPERTY BOOK. NO. 1. PUBLIC SCHOOL PROPERTY	1879-
906	- 1 "	" " " 3. PARKS + SQUARES	1879-1909
907	- 27 BOXES.	MISC. BILL WORK. C.W.O.	1931-1936
908	- 44 "	METER WATER TAPES	1934-1936
909	- 73 "	MATERIAL TICKETS - WORK ORDERS	1937-1939
910	- 6 "	REQUISITIONS	1939-
911	- 6 PACKAGES	JOURNAL VOUCHERS	1933-1938
912	- 38 BOXES.	CHECKS FIRST NATIONAL BANK. (PAYROLL)	1933-

SERIAL.		TITLE. CONTAINER.	YEAR.
913	- 18 BOXES	CHECKS BALTIMORE COMMERCIAL BANK. (PAYROLL)	1931-
914	- 6 "	CHECKS MARYLAND TRUST CO. (PAYROLL)	1931-
915	- 19 "	CHECKS FIRST NATIONAL BANK. (PAYROLL)	1930-
916	- 16 "	CHECKS BALTIMORE COMMERCIAL BANK (PAYROLL)	1928-
917	- 27- "	PAYROLL-CHECKS-(CITIZENS NATL. BANK.)	1927---
918	- 24- "	" " -(" " ")	1925---
919	- 1- "	AUDITORS CASH STUBS- BUREAU OF RECEIPTS-Collection	1925---
920	- 14- "	PAYROLL-CHECKS. (BALTIMORE COMMERCIAL BANK.)	1926---
921	- 1 "	Checks Chapter #498 Maryland Trust Co	1938
922	- 1 "	Checks Compensation Disability First Nat. Bank	
923	- 2 "	Checks Teams and Trucks First Natl Bank	
924	- 3 "	Checks High School Emp. Balto. Commercial Bank	
925	- 2 "	Checks Firemans Pension First Natl Bank	
926	- 4 "	CHECKS, BALTIMORE COMMERCIAL BANK PAYMASTER	1936
927	- 1 "	" FIRST NATIONAL BANK, COMPENSATION ALLOWANCE	1936
928	- 2 "	" ✓ ✓ ✓ TEAMS AND TRUCK HIRE	1936
929	- 26 "	" ✓ ✓ ✓ PAYROLL	1934
930	- 9 "	" BALTIMORE COMMERCIAL BANK PAYROLL	1935
931	- 1 ✓	" FIRST NATIONAL BANK, MOTHER' RELEIF	1936
932	- 11 "	PAYROLL CHECKS-(CONTINENTAL TRUST CO)	1925---
933	- 12 "	" " " -(BALTO. COMMERCIAL BANK)	1929---
934	- 10 "	" " " - CONTINENTAL TRUST CO.	1927---
935	- 3 "	CHECK'S-BALTIMORE COMMERCIAL BANK-ASSISTANCE TO BLIND	1936.-
936	- 10 "	" CONTINENTAL TRUST CO - PAYROLL	1927.-
937	- 6 "	" CITIZENS NATIONAL BANK PAYROLL	1924.-
938	- 7 .	" FIRST NATIONAL BANK - RETIREMENT ALLOWANCE	1930.-
939	- 1 .	" " " " MOTHER'S RELEIF "	1930.-
940	- 1 "	" CITIZENS NATIONL BANK-COMPENSATION DISABILITY	1930.-
941	- 2 "	" First National Bank Old Age Pension	1933
942	- 2 "	" " " " Firemans Pension	1936
943	- 2 "	" " " " Paymaster	1936
944	- 21 "	" Baltimore Commercial Bank Old Age Pension	
945	- 3 "	" " " " Assistance to Blind	
946	- 6 "	EMPLOYEES. CANCELLED-PAYROLL. CHECKS. CONTINENTAL TRUST CO.	1928---
947	- 1 "	CANCELLED COMPENSATION CHECKS.-(1st NATL. BANK.)	1932---
948	- 7 "	RETIREMENT ALLOWANCE CHECKS- " " "	1932---
949	- 1 "	MOTHERS RELIEF CHECKS. " " "	1932---
950	- 2 "	OLD AGE PENSION CHECKS. " " "	1932---
951	- 96 "	" " " " Balto Commercial "	1940
952	- 56 "	Aid To Dependent Children Balt. National "	1939
953	- 100 "	" " " " " " " "	1940
954	- 111 "	General Public Assistance First National "	1939
955	- 61 "	" " " " " " " "	1940
956	- 9 "	CHECK'S, FIRST NATIONAL BANK-RETIREMENT Allowance	1933
957	- 2 "	✓ ✓ " FIREMEN WIDOW PENSION	1933
958	- 1 .	" " " COMPENSATION DISABILITY	1933
959	- 3 "	" " " TEAMS + TRUCKS	1933

(17)

ROACHE & BROWNSTEIN APR 17, 1940 SERIAL # 322
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF ARCHIVES SUPERIOR COURT
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL BASEMENT ROOM # 8
(Name of building, room number, street address)

1. Title "ORIGINAL DOCKET"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)
— 1835, 1838, 1852 – 1868, 1870 – 1873.

2. Dates 1764-1768, 1783-1784, 1807, 1809, 1813, 1815-1816, 1818, 1822-1823, 1825 —
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 110 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling (SEE ADDENDA # 1)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1769-1782, 1785-1806, 1808, 1810-1812, 1814, 1817, 1819-1821, 1824, 1826-1834, 1836-1837, 1839-1851, 1869
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents VARIOUS PROCEEDINGS OF CASES INSTITUTED. SHOWS NAMES OF ATTORNEYS, NAME OF PLAINTIFF AND DEFENDANT, AMOUNT OF JUDGEMENT, THE VERDICT RENDERED AND THE DATE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached) (SEE ADDENDA # 2)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY NUMBER OF DOCKET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED IN FRONT OF EACH VOLUME, SHOWS
(Self-contained--describe what it shows. If separate, fill out a form for it,

NAME OF PLAINTIFF ALPHABETICALLY.
and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 13 1/2" x 8" x 3/4" APPROXIMATELY 100 PAGES EACH
(Of record or container. Height, width, thickness or depth. Average number of

TOTAL AMOUNT APPROXIMATELY 11,000 PAGES
pages or documents)

11. Location by dates and quantities ROOM #8 SECTION F BIN # 26,
(Room, vault, wall--N.E.S.W., section, bin, shelf,

27 AND # 28
cabinet, on floor)

12. Other information VOLUMES ARE IN FAIR CONDITION
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

SHEET # 1 (CASES INSTITUTED) SERIAL # 322 (17)

ITEM # 4	LABELING	ADDENDA # 1
1 VOLUME	ORIGINAL DOCKET 1764 - 1768	
1 "	ORIGINAL DOCKET 1765	
1 "	ORIGINAL DOCKET 1766	
1 "	ORIGINAL DOCKET 1783 - 1784	
1 "	ORIGINAL DOCKET 1807	
1 "	ORIGINAL DOCKET 1809	
1 "	ORIGINAL DOCKET 1813	
1 "	ORIGINAL DOCKET 1815	
1 "	ORIGINAL DOCKET 1815 - 1816	
1 "	ORIGINAL DOCKET 1818	
1 "	ORIGINAL DOCKET 1822	
1 "	ORIGINAL DOCKET 1822	
1 "	ORIGINAL DOCKET 1822	
1 "	ORIGINAL DOCKET 1822	
1 "	ORIGINAL DOCKET 1823	
1 "	ORIGINAL DOCKET 1823	
1 "	ORIGINAL DOCKET 1823	
1 "	ORIGINAL DOCKET 1835	
1 "	ORIGINAL DOCKET 1838	
1 "	ORIGINAL DOCKET 1852	
1 "	ORIGINAL DOCKET 1852 MAY TERM	
1 "	ORIGINAL DOCKET 1852 SEPT TERM	
1 "	ORIGINAL DOCKET 1853 JAN TERM	
1 "	ORIGINAL DOCKET MAY TERM 1853	
1 "	ORIGINAL DOCKET SEPT TERM 1853	
1 "	ORIGINAL DOCKET JAN TERM 1854	
1 "	ORIGINAL DOCKET 1854 MAY TERM	
1 "	ORIGINAL DOCKET SEPT TERM 1854	
1 "	ORIGINAL DOCKET 1855 JAN TERM	
1 "	ORIGINAL DOCKET 1855 MAY TERM	
1 "	ORIGINAL DOCKET 1855 SEPT TERM	
1 "	ORIGINAL DOCKET 1856 JAN TERM	
1 "	ORIGINAL DOCKET 1856 MAY TERM	
1 "	ORIGINAL DOCKET 1856 SEPT TERM	
1 "	ORIGINAL DOCKET 1857 JAN TERM	
1 "	ORIGINAL DOCKET 1857 MAY TERM	
1 "	ORIGINAL DOCKET 1857 SEPT TERM	
1 "	ORIGINAL DOCKET 1858 JAN TERM	

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SHEET #2 (CASES' INSTITUTED) SERIAL 322 #17

ITEM #4 LABELING- ADDENDA #1

1	VOLUME	ORIGINAL DOCKET 1858 MAY TERM
1	"	ORIGINAL DOCKET 1858 JULY TERM
1	"	ORIGINAL DOCKET 1858 SEPT TERM
1	"	RULE DAY DOCKET 1858
1	"	RULE DAY DOCKET NOV 1858
1	"	RULE DAY DOCKET DEC 1858
1	"	ORIGINAL DOCKET 1859 JAN TERM
1	"	RULE DAY DOCKET FEB. 1859
1	"	RULE DAY DOCKET MAR 1859
1	"	RULE DAY DOCKET APRIL 1859
1	"	RULE DAY DOCKET MAY 1859
1	"	RULE DAY DOCKET JUNE 1859
1	"	RULE DAY DOCKET JULY 1859
1	"	RULE DAY DOCKET SEPT. 1859
1	"	RULE DAY DOCKET OCT. 1859
1	"	RULE DAY DOCKET NOV. 1859
1	"	RULE DAY DOCKET DEC. 1859
1	"	RULE DAY DOCKET JAN. 1860
1	"	RULE DAY DOCKET FEB. 1860
1	"	RULE DAY DOCKET MAR. 1860
1	"	RULE DAY DOCKET APRIL 1860
1	"	RULE DAY DOCKET MAY. 1860
1	"	RULE DAY DOCKET. JUNE 1860
1	"	RULE DAY DOCKET JULY 1860
1	"	RULE DAY DOCKET SEPT 1860
1	"	RULE DAY DOCKET OCT 1860
1	"	RULE DAY DOCKET NOV 1860
1	"	RULE DAY DOCKET DEC 1860
1	"	RULE DAY DOCKET JAN 1861
1	"	RULE DAY DOCKET FEB 1861
1	"	RULE DAY DOCKET MAR. 1861
1	"	RULE DAY DOCKET APRIL 1861
1	"	RULE DAY DOCKET MAY 1861
1	"	RULE DAY DOCKET SEPT 1861
1	"	ORIGINAL DOCKET 1862 JAN TERM
1	"	ORIGINAL DOCKET 1862 SEPT TERM
1	"	ORIGINAL DOCKET 1863 JAN TERM
1	"	RULE DAY DOCKET MAY 1863

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SHEET #3 (CASES INSTITUTED) SERIAL #322

ITEM #4 LABELING— ADDENDA #1

1	VOLUME	RULE DAY DOCKET SEPT 1863
1	"	RULE DAY DOCKET MAY 1864
1	"	ORIGINAL DOCKET 1864 MAY TERM
1	"	RULE DAY DOCKET JUNE, JULY, OCT, & NOV 1864
1	"	ORIGINAL DOCKET 1864 SEPT TERM
1	"	RULE DAY DOCKET FEB. MAR. APR. JUNE JULY & OCT 1865
1	"	ORIGINAL DOCKET 1865 MAY TERM
1	"	ORIGINAL DOCKET 1865 SEPT TERM
1	"	RULE DAY DOCKET FEB MAR APRIL & JUNE 1866
1	"	RULE DAY DOCKET OCT NOV DEC 1866
1	"	ORIGINAL DOCKET 1867 JAN TERM
1	"	RULE DAY DOCKET FEB MAR & APRIL 1867
1	"	ORIGINAL DOCKET 1867 MAY TERM
1	"	RULE DAY DOCKET JUNE JULY 1867
1	"	ORIGINAL DOCKET 1867 SEPT TERM
1	"	RULE DAY DOCKET OCT & NOV 1867
1	"	ORIGINAL DOCKET 1868 JAN TERM
1	"	RULE DAY DOCKET FEB MAR & APRIL 1868
1	"	ORIGINAL DOCKET 1868 MAY TERM
1	"	ORIGINAL DOCKET 1868 SEPT TERM
1	"	RULE DAY DOCKET OCT NOV. & DEC 1868
1	"	ORIGINAL DOCKET 1870 JAN TERM
1	"	RULE DAY DOCKET FEB 1870
1	"	RULE DAY DOCKET MAR. & APRIL 1870
1	"	RULE DAY DOCKET MAY 1870
1	"	RULE DAY DOCKET NOV & DEC 1870 ORIGINAL DOCKET 1870 SEPT TERM
1	"	ORIGINAL DOCKET 1871 MAY TERM
1	"	ORIGINAL DOCKET 1871 SEPT TERM
1	"	ORIGINAL DOCKET 1872 JAN DOCKET
1	"	RULE DAY DOCKET FEB 1872
1	"	ORIGINAL DOCKET 1872 SEPT DOCKET
1	"	RULE DAY DOCKET NOV 1872
1	"	ORIGINAL DOCKET 1873 JAN DOCKET

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SHEET #1 CASES INSTITUTED SERIAL #322

ITEM #6 CONTENTS ADDENDA #2

11 Ellicott A Ritchie	John E Bell Pltff	Replevin Bond & Order fd Replevied and Delivered as per Schedule and Defendant Summ[d]
31	177	
31 Jany W L Dallam	Lemuel W Gosnell John G Martin Pltff	Attachment on Judgment Debt $312.50 with interest from 15th November 1870 & costs Costs 8.45
32	Laid in the hands of Samuel Stein on the 2nd of February of 1871 and garnishee summoned. 9th May 1871 Cond nisi 177	
id	James S Robinson	1870 Oct 5 Judgt Sept
6 D McFarland	The Germania Bg Society No 5 of Baltimore Pltff	Replevin Bond order filed Eloigned
33	17th June 1871 Renewed to Sept 9 177	
1 February	John H Edelman	

GRIFFITH AND EBERWEIN APR. 18, '40 SERIAL Nº 399 460 / 417
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF ARCHIVES- SUPERIOR COURT- BASEMENT STOREROOM Nº 8- CITY HALL
(Office of custody) (Office which made the record, if different)

Address of office of custody
(Name of building, room number, street address)

1. Title "NEGROES MANUMITTED"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1806-1816, 1830-1832, 1841-1847, 1852-1858
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling (SEE ADDENDA NUMBER 1)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1817-1829, 1833-1840, 1848-1851
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents ARE A RECORDING SHOWING THAT ON A CERTAIN DAY MONTH AND YEAR, A WITNESS APPEARED BEFORE A JUSTICE OF THE PEACE, AND UNDER OATH, ATTESTED THAT A NEGRO HAD BEEN MANUMITTED. GIVES NAME OF WITNESS; BY WHOM MANUMITTED; AGE, NAME, ALIAS AND DESCRIPTION OF NEGRO
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued MANUMITTED- DATE OF MANUMISSION. SHOWS RECORDING IN BALTIMORE COUNTY BOOKS; LIBER AND FOLIO NUMBER. (SEE ADDENDA NUMBER 2)

7. Arrangement CHRONOLOGICALLY BY DATE OF RECORDING
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 VOLUMES, 16 x 11 x 1 APPROXIMATELY 100 PAGES TO VOLUME
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities CITY HALL- STOREROOM BASEMENT NO 8- S.E. CORNER- SECTION F- BIN NUMBER 22
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

SHEET # 1 SERIAL # 400

ITEM # 4 "NEGROES MANUMITTED" ADDENDA # 1

LABELING CONTINUED

1 VOLUME	NEGROES MANUMITTED	1806-1816
1 VOLUME	" "	1830-1832
1 VOLUME	" "	1841-1847
1 VOLUME	" "	1852-1858

CONTENTS CONTINUED

ELIZTH. JASON	CITY OF BALTIMORE SCT: ON THIS 21ST DAY OF SEPTEMBER 1830-CAME GEORGE WARNER BEFORE THE SUBSCRIBER, A JUSTICE OF THE PEACE IN AND FOR SAID CITY, AND MADE OATH THAT NEGRO BETSEY ALIAS ELIZABETH JASON AGED ABOUT 42 YEARS, DARK COMPLEXION, FIVE FEET 1¼ INCHES HIGH, HAS A SCAR ON THE RIGHT WRIST, WAS MANUMITTED BY ELIZABETH KOUNTZ AND OTHERS BY MANUMISSION DATED THE 5TH OF MAY-1830, AND RECORDED IN LIBER MG NO44 FOLIO ONE OF THE RECORD BOOKS OF BALTIMORE COUNTY AND THAT SAID BETSEY WAS RAISED IN BALTIMORE COUNTY. SAM. PICKERING
	ETC.

(193)

GRIFFITH-EBERWEIN APR. 18, '40 SERIAL No 399
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF ARCHIVES - SUPERIOR COURT
(Office of custody) (Office which made the record, if different)

Address of office of custody BASEMENT STOREROOM No 8 - CITY HALL
(Name of building, room number, street address)

1. Title "NEGROES MANUMITTED AND BORN FREE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1829-1840
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NEGROES MANUMITTED AND BORN FREE - 1829-1840
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SHOWS DAY MONTH AND YEAR IN WHICH WITNESS APPEARS BEFORE JUSTICE OF THE PEACE, AND TESTIFIES THAT A CERTAIN NEGROE WAS FREE BORN. GIVES NAME OF WITNESS; NAME AND DESCRIPTION (IDENTIFYING SCARS ETC.,) OF NEGRO. STATES WHERE BORN AND RAISED;
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SHOWS NAME OF SUSCRIBING JUSTICE. (SEE ADDENDA NUMBER 1)

7. Arrangement CHRONOLOGICALLY BY DATE OF RECORDING
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 VOLUME, 16 x 11 x 1 APPROXIMATELY 100 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities CITY HALL - BASEMENT STORE ROOM
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) № 8 - S.E. CORNER - SECTION F - BIN NUMBER 22

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

CONTENTS CONTINUED

CAROLINE JONES } CITY OF BALTIMORE SCT. ON THIS 24TH DAY OF
RAISED IN BALTO. } SEPTEMBER 1836. BEFORE ME A JUSTICE OF THE PEACE IN + FOR SAID CITY APPEARS ANN PICKETT AND MAKES OATH THAT CAROLINE JONES AGED 24 YEARS, LIGHT COMPLEXION, 4 FEET 11-INCHES HIGH, HAS A LARGE SCAR ON THE RIGHT ARM, AND TWO MOLES ONE ON EACH BREAST, WAS BORN FREE IN MARYLAND AND RAISED IN BALTIMORE COUNTY.

SAM. PICKERING

ETC.

GRIFFITH-EBERWEIN APR. 17, '40 SERIAL No 42
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF ARCHIVES - SUPERIOR COURT -
(Office of custody) (Office which made the record, if different)

Address of office of custody BASEMENT STOREROOM No 8 - CITY HALL
(Name of building, room number, street address)

1. Title "NEGROES BORN FREE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1857-1864
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NEGROES BORN FREE - 1857-1864
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents ARE A RECORDING SHOWING THAT A PARTY, OR PARTIES, APPEARED BEFORE THE CLERK OF THE SUPERIOR COURT, AND ON OATH, TESTIFIED THAT A CERTAIN NEGRO WAS BORN FREE. GIVES DAY, MONTH AND YEAR OF APPEARANCE - SHOWS NAME OF COURT CLERK AND WITNESS - DES—
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued CRIPTION AND NAME OF NEGRO, AND WHERE RAISED (SEE ADDENDA NUMBER 1)

7. Arrangement CHRONOLOGICALLY BY DATE OF RECORDING
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 VOLUME, 16 x 11 x 1 APPROXIMATELY 100 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities CITY HALL - BASEMENT STOREROOM
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
№ 8 - S.E. CORNER - SECTION F - BIN NUMBER 22

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

U. S. GOVERNMENT PRINTING OFFICE o 16--6419

CONTENTS CONTINUED

SARAH DUCKETT MARY HINDS WITNESS	ON THIS 5TH DAY OF MARCH 1858 BEFORE ME GEORGE E. LANGSTON, CLERK OF THE SUPERIOR COURT OF BALTIMORE CITY PERSONALLY APPEARED, MARY HINDS AND MADE OATH ON THE HOLY EVANGELY OF ALMIGHTY GOD THAT NEGROE WOMAN SARAH DUCKETT AGED 28 YEARS, OF DARK COMPLECTION, 5 FEET-1 INCH HIGH HAS NO MARKS WAS BORN FREE AND RAISED IN BALTIMORE CITY, GIVEN UNDER MY HAND THIS 5TH DAY OF MARCH 1858. GEORGE E. LANGSTON. CLK.
	ETC.

#1

EMIG 4-3-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "SALARY TIME SHEETS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938-1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS, VARIOUS CITY DEPTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TIME SHEETS VARIOUS DEPTS OF CITY. 1938-1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS CITY DEPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HAND WRITTEN PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8'1/2X6'1/4. APPR. 2000 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#2

EMIG 4-3-41.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "MACHINE RUN DOWN SHEETS BY PURCHASE ORDER".
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS. ALL BUREAUS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS MACHINE RUN DOWN SHEETS BY PURCHASE ORDER. ALL BUREAUS. 1938. VARIOUS ESTABLISHMENTS IN CITY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS ESTABLISHMENTS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing MIMEOGRAPHED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X 8 1/2X6 1/4. APPR. 1000 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#3

EMIG 4-3-41.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "STOCK CARDS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 - 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 - BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS STOCK CARDS FOR VARIOUS DEPTS, CITY. 1938-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS PLACES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X9X6 1/4. APPR. 3000 CARDS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#4

EMIC 4-3-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE- BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419,
(Name of building, room number, street address)

1. Title "BLUE PRINTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PLANS AND SURVEYS, ALL BUREAUS,
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BLUE PRINTS FOR VARIOUS BUREAUS OF CITY, 1938.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS BUREAUS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing BLUEPRINTS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8'1/2X6'1/4. APPR. 100 PRINTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

~~H~~ 5

EMIG 4-3-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE- BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "CASH DEPOSIT SLIPS AND MISCELLANEOUS VOUCHERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 8- BOXES.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1936-1939
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROLS AND ACCOUNTS. ALL BUREAUS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS SLIPS AND VOUCHERS FOR ALL BUREAUS OF CITY. FOR VARIOUS MATERIALS ETC... 1936-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- ALL BUREAU
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 6-16X13-11. 2-16X8 1/2X6 1/4. APPR. 5000 SLIPS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#6

EMIG 4-3-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "W.P.A. REPORTS AND FEDERAL PROJECT REPORTS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935-1938.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5-PACKAGES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAYROLLS ETC... VARIOUS PROJECTS IN CITY. 1935-1938.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS PROJECTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORMS ETC...
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5 VARIOUS SIZED BUNDLES. TIED SEPARATE
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-4-41 #7
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "PLANS AND SURVEYS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS. ALL BUREAUS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BILLS FOR BLUE PRINTS ALL BUREAUS OF CITY IN 1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS BUREAUS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8 1/2X6 1/2. APPR. 3000 FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 - BIN. 1. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#8

EMIG 4-4-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "WORK ORDER SEGREGATION SHEETS. ST. CLEANING 1939."
(Give present full title in quotes; assigned title, if any, in brackets.
"BLUE PRINT TICKETS" 1939-1940.)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939-40
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS WORK ORDERS AND BLUE PRINT TICKETS
(Purpose and general nature of record. Principal items of information
ST. CLEANING DEPT VARIOUS ITEMS ETC... 1939-40.
shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS ITEMS ETC.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8'/2X6'/4. APPR. 2000 TICKETS AND ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 - BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#9

EMIG 4-4-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND - WATER SUPPLY

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "PAVING TICKETS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAVING TICKETS - WATER SUPPLY BUREAU VARIOUS SECTIONS OF CITY. 1936.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS SECTIONS CITY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 8 1/2 X 6 1/4. APPR. 1000 TICKETS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#10

EMIG 4-4-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "MISCELLANEOUS P.W.A. FORMS AND LETTERS, PAY-AS-YOU-GO ALLOTMENT LETTERS - VARIOUS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935-1938.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS. VARIOUS CITY DEPTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BLANK FORMS AND PAY-AS-YOU-GO ALLOTMENT LETTERS - VARIOUS - 1935-1938.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS CLIENTS IN CITY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED MIMEOGRAPHED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11, APPR. 2000 FORMS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 - BIN. 1. FAYETTE ST. SIDE BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#11

EMIG 4-7-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL - 419
(Name of building, room number, street address)

1. Title "MATERIAL TICKETS", ALSO "RECAPS AND RECEIVING REPORTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937-1939.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 97-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS MATERIAL TICKETS AND RECAPS AND RECEIVING REPORTS FOR VARIOUS DEPTS OF CITY IN YEARS 1937-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS CITY DEPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11 AND 16X8 1/2 X 6 1/4, APPR.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 3000 TICKETS ETC...

11. Location by dates and quantities 419 - BIN. 1, FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#12

EMIG 4-7-41
(Worker's full name) (Date) (Form identification number)

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THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "STREET CLEANING TONNAGE RECORDS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. TO MAY. 1937.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 - PACKAGE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS STREET CLEANING RECORDS VARIOUS PLACES IN CITY FROM JAN. TO MAY. 1937.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS SECTIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18X11X2. APPR. 3000 RECORDS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#13

EMIG 4-7-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND-WATER SUPPLY

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "WATER DEPARTMENT MAINTENANCE WORKORDERS."
(Give present full titlo in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937-1939.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 32-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS WORKORDERS, WATER DEPT. MAINTENANCE WORKORDERS 1937-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and datos covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8 1/2X6 1/2. APPR. 5000 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#14.

EMIG 4-7-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "PUBLIC WELFARE STATIONERY."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. TO DEC. 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-PACKAGE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PUBLIC WELFARE STATIONERY FOR JAN. TO DEC. 1938
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY - VARIOUS DISTRICTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9X7X5. APPR. 500 FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#15.

EMIG 4-7-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND-BALTO. CITY HOSPITALS.

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title PROVISION ORDERS".
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years, numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PROVISION ORDERS FOR BALTIMORE CITY HOSPITALS IN 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS ESTABLISHMENTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X 8 1/2X6 1/4. APPR. 1000 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#16

EMIG 4-8-41
(Worker's full name) (Date) (Form identification number)

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DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "MECH. AND ELECT. LABOR SHEETS. GAY ST."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS MECH. AND ELECT. LABOR SHEETS. GAY ST. 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS SECTIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17X11X5. APPR. 5000 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#17

EMIG 4-8-41.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "CARBON COPIES. INVOICES. 2991-5907 INCLUSIVE."
(Give present full title in quotes; assigned title, if any, in brackets.
"TRANSFER VOUCHERS"
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MECHANICAL ELECTRICAL SERVICE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CARBON COPIES INVOICES FOR MECHANICAL ELECTRICAL SERVICE IN 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS SECTIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing CARBON COPIES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 5000 COPIES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#18

EMIG 4-8-41.
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND - CONTROL + ACCOUNTS.

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "MECH. ELECT. SERVICE CARBON COPIES OF INVOICES FOR 1939 ON C.+A. 1200 TO 2863 INCLUSIVE."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937-1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling STATEMENTS FROM BILLS REGISTER (I.B.M.) FOR 1937-38-39.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CARBON COPIES OF INVOICES MECH. ELECT. SERVICE. 1937-39.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS SECTIONS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing CARBON COPIES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 3000 COPIES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#19

EMIG. 4-8-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "SEWERS TRANSFER VOUCHERS. OLD COST SHEETS LOANS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1931-1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TRANSFER VOUCHERS OLD COST SHEETS LOANS, 1931-1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 5000 FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#20

EMIG 4-8-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE State MARYLAND-PUBLIC WELFARE.

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "TRANSFER VOUCHERS" 6551-6950.
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936-1937.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TRANSFER VOUCHERS PUBLIC WELFARE IN 1936-1937.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS PLACES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X10X.5. APPR. 5000 VOUCHERS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419-BIN.1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, sholf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#21

EMIG 4-9-41

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "REQUISITIONS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents FROM PARKS, 1100 TO STORES, 300. FROM STREET CLEANING 1- TO WATER 600-10, FROM PARKS #200 TO PARKS 1000,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 1000 FORMS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE. BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#22

EMIG 4-9-41
(Worker's full name) (Date) (Form identification number)

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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "P.W.A. INFORMATION FORMS, ETC."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PUBLIC WORKS. CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS P.W.A. INFORMATION, FORMS, ETC. 1938.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS ITEMS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN + ALSO PRINTED FORMS,
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 15 ENVELOPES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419, BIN. 1. FAYETTE ST. SIDE. BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#23

EMIG 4-9-41.
(Worker's full name) (Date) (Form identification number)

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DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "CLERK COPIES OF APPROPRIATION STATEMENTS AND WORK SHEETS..."
(Give present full title, in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935-1937.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CLERK COPIES OF APPROPRIATION STATEMENTS AND WORK SHEETS, CHIEF ENGINEER - 1935-1936. M.D.B. 1935-1936. PARKS - 1936; STANDARDS 1935-1936. ALL BUREAUS. 1937.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS DEPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 1000 COPIES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE. BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#24

EMLG 4-9-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "BILLS REGISTERS" "ALL BUREAUS".
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935-1936
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BILLS REGISTERS ALL BUREAUS OF CITY 1935-1936
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- ALL BUREAUS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 1000 BILLS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#25.

EMIG 4-9-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "TRANSFER VOUCHER DETAILS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5-BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS. VARIOUS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TRANSFER VOUCHER DETAILS FOR VARIOUS CITY DEPTS. 1938
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement EACH DEPT. SEPARATE ENVELOPE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 12 ENVELOPES IN BOX. 50 VOUCHERS EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 1. FAYETTE ST. SIDE. BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

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EMIG 4-10-41.
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "WORK ORDERS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEWERS. CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS WORK ORDERS SEWER DEPT. 1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS SECTIONS CITY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 8 1/4 X 6 1/4. APPR. 5000 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 4. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#27

EMIG 4-10-41.
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "TIME SHEETS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938-1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TIME SHEETS VARIOUS CITY DEPTS. 1938-1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS CITY DEPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 3000 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 4. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#28

EMIG 4-10-41
(Worker's full name) (Date) (Form identification number)

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~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "CLOSED WORK ORDERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 AND 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1936 - 33 BOXES - 1939 - 259 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling HIGHWAYS. CONTROL AND ACCOUNTS
(Explain fully: years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CLOSED WORK ORDERS FOR YEARS 1936 + 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY ARRANGED
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing A-Z.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8 1/2X6 1/4. APPR. 500 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 5+6. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-10-41 #29

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

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Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "MAINTENANCE WORKORDERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1932-1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7-BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEWERS, CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS MAINTENANCE WORKORDERS, 1932-1935.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS SECTIONS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN + TYPED FORMS,
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 8'/2 X 6'/4. APPR. 5000 ORDERS,
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 6. FAYETTE ST. SIDE BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-14-41
(Worker's full name) (Date) (Form identification number)

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#30

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "SHOP ORDERS CLOSED."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939-1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 30-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS SHOP ORDERS CLOSED MECH.-ELEC. SERVICE VARIOUS SECTIONS OF CITY. 1939-1940
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement BY-NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing EACH IN FOLDER NUMERICALLY.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 500 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 6. FAYETTE ST. SIDE. BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#31.

EMIG 4-14-41
(Worker's full name) (Date) (Form identification number)

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DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "WORK ORDERS MUNICIPAL DUPLICATING."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939-1940.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10-BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS WORK ORDERS MUNICIPAL DUPLICATING DEPT. 1939-1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement BY NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing EACH IN FOLDER. NUMERICALLY ARRANGED
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 500 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 6. FAYETTE ST. SIDE. BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#32

EMIG 4-14-41
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "BILL RECEIVABLE HIGHWAYS - PRIOR TO 1934. WATER - BALTO COUNTY CO. - PRIOR TO 1930."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates PRIOR TO 1934. BALTO. CO. CO. PRIOR TO - 1930.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 - BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BILL RECEIVABLE HIGHWAYS - PRIOR TO 1934, ALSO WATER - BALTO CO. CO. - PRIOR TO 1930.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 1000 BILLS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419 - BIN. 6. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-14-41 #33.

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "PAID BILLS - RECEIVABLE."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates [N.D.]
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 34 - BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS. ALL BUREAUS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAID BILLS - RECEIVABLE FOR VARIOUS STREETS ETC... ALL BUREAUS OF CITY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS STREETS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing A-Z.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 500 BILLS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 6. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#34

EMIG 4-14-41.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "TIME SHEETS. HIGHWAYS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates SEPT. + OCT. 1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 - BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS TIME SHEETS BUREAU OF HIGHWAYS FOR SEPT. + OCT. 1940. VARIOUS PLACES IN CITY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 1000 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 419. BIN. 6. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-1541 # 35
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU - ARCHIVES DEPT. CONTROL AND ACCOUNT
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419-
(Name of building, room number, street address)

1. Title "MATERIAL CARDS" (VARIOUS CITY BUREAUS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 29 PASTE BOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling DEPT. CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MATERIAL CARDS OF VARIOUS CITY BUREAUS 1939
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER BOX NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing KEY PUNCH
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 8 x 3 APPROX 2000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) CARDS IN EACH BOX

11. Location by dates and quantities FAYETTE ST. SIDE 12
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-15-41 # 36
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU - ARCHIVES DEPT. CONTROL AND ACCOUNT
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CONTROL CARDS" (CONTROL AND ACCOUNTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933-1938 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 207 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU - CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN, BUREAU - CONTROL AND ACCOUNT, CONTROL CARDS. GIVES VARIOUS CITY DEPARTMENTS VARIOUS WARDS AND SECTIONS. SHOWS VARIOUS AMOUNTS AND DATES ALSO COLLECTION OF REAL ESTATE TAXES ALSO GIVES STATE TAX RATES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON BOX
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 x 5 x 11 APPROX 2000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CONTROL CARDS IN EACH BOX

11. Location by dates and quantities FAYETTE ST. SIDE 8
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-15-41 #37
(Worker's full name) (Date) (Form identification number)

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~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU - ARCHIVES DEPT. CONTROL ACCOUNTS.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "DETAIL CARDS" (VARIOUS CITY BUREAUS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937-1938-1939-1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 335 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling DEPT. CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN DETAIL CARDS of VARIOUS CITY BUREAUS. 1937-1938-1939-1940
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON BOX
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing KEY PUNCH
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 8 x 3 APPRO 2000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CARDS IN EACH BOX

11. Location by dates and quantities FAYETTE ST SIDE 12
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
BASEMENT

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-15-41 # 38

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title " PAYROLL LISTINGS." ALL BUREAUS.
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully: years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAYROLL LISTINGS ALL BUREAUS OF CITY. 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS BUREAUS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 5000 LISTINGS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN. 7. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-15-41. #39

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND - ALL BUREAUS

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "CHAUFFEUR'S CARDS" TRANSPORTATION TICKETS.
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CHAUFFEUR'S CARDS + TRANSPORTATION TICKETS ALL BUREAUS CITY, 1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- VARIOUS PLACES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8 1/2X6 1/4. APPR. 5000 CARDS ETC.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN. 7. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-15-41. #40
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "DISPOSAL TICKETS." STREET CLEANING
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1940
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS DISPOSAL TICKETS STREET CLEANING DEPT. 1940.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS SECTIONS CITY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 5000 TICKETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN 7, FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-15-41 #41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "BLANKET WORK ORDERS."
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1934-1939.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 15-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BLANK WORK ORDERS VARIOUS BUREAUS CITY. 1934-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY - - - VARIOUS BUREAUS CITY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11. APPR. 3000 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN. 7. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/15/41 # 42
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

[redacted]: BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "2ND RUN TAPES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY 1934 TO DECEMBER 1938.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 245 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROLS AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents VARIOUS BUREAUS OF CITY AS FOLLOWS:
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

REAL, AUTO, TANGIBLE, UNTANGIBLE, JUDGEMENTS,
FOREIGN FIDUCIARIES, MD. CORP, ALLEYS + ETC.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY BOX NUMBERS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN PAPER TAPE.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR. 1200. TAPES TO EACH BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN NO 10-11. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L Forrest 4/15/41 # 43
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "CONTROL BALANCE SLIPS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates FEBRUARY 1934 TO AUGUST 1938.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 21 BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROLS AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records BOXES NO. 7, 14, 15, 16, 17, 18 MISSING
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
6 BOXES (NOT ON SHELF)

6. Contents VARIOUS BUREAUS OF CITY AS FOLLOWS:
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
REAL, ALLEYS AND ETC.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement NUMERICAL BY BOX NUMBERS. AND LETTER B.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON SLIPS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR. 1200 SLIPS TO BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN NO. 11 FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L Forrest 4/15/41 # 44
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAID UP AND OUTSTANDING SLIPS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates DECEMBER 1929 TO DECEMBER 1937
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 11 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents VARIOUS BUREAUS OF CITY AS FOLLOWS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

BANKS, SAVINGS BANKS, REAL ARREARS, AUTO, TANGIBLE, UNTANGIBLE, MD CORPORATIONS + ETC

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY BOX NUMBER AND LETTER P.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HAND WRITTEN PRINTED SLIPS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 TAPES APPR 1200. TO EACH BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN NO. 11 FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BUDDISON 4-16-41 # 45
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES DEPT. CONTROL AND ACCOUNTS.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "LIST OF STOCKHOLDERS OF MARYLAND CORPORATIONS FOR 1899-1930 AS ASSESSED BY STATE TAX COMMISSIONER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1930 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 62 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LIST OF STOCKHOLDERS OF MARYLAND CORPORATIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LIST OF STOCKHOLDERS OF MARYLAND CORPORATIONS FOR 1899 TO 1930 AS ASSESSED BY STATE TAX COMMISSIONER. SHOWS NAME OF VARIOUS CORPORATION WHERE + WHEN INCORPORATED, GENERAL NATURE OF BUSINESS. PLACE OF PRINCIPAL OFFICE STREET AND NUMBER. ALSO SHOWS TOTAL CAPITAL STOCK OUTSTANDING PAR VALUE AND PAR VALUE PER SHARE. AND TOTAL NUMBER OF SHARES COMMON STOCK, ALSO TOTAL NUMBER OF SHARES PREFERRED STOCK IF ANY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

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WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued SHOWS VARIOUS NAMES of MD. STOCKHOLDERS THEIR RESIDENCE, ALSO NUMBER of SHARES, AND VARIOUS DATES RECEIVED BY APPEAL TAX COURT

7. Arrangement ALPHABETICALLY UNDER VARIOUS NAMES of CORP. ALSO NUMBER ON EACH SHEET.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN or PRINT FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 10 x 2 1/2 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT A 3 FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-16-41 #46
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU - ARCHIVES DEPT. CONTROL-ACCOUNT-
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title VALUATION AND ASSESSMENT OF THE SHARES OF STOCK HELD BY STOCKHOLDERS OF MARYLAND CORPORATIONS
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1930 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 16 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VALUATION AND ASSESSMENT OF THE SHARES OF STOCK.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents VALUATION AND ASSESSMENT OF THE SHARES OF STOCK HELD BY STOCKHOLDERS OF MARYLAND CORPORATIONS 1899-1930. SHOWS VARIOUS NAMES OF CORPORATIONS. NUMBER OF SHARES OWNED IN CITY SHOWS NET ASSESSED VALUE OF EACH SHARE ALSO VARIOUS AGGREGATE AMOUNTS ASSESSED BY STATE TAX COMMISSIONER AND CERTIFIED BY APPEAL TAX COURT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER NAME OF MD. CORPORATIONS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 10 x 1 APPROX 100
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT A 3
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-16-41 #47
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE-BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title (APPRAISAL REAL AND PERSONAL PROPERTY)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates ?
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 275 JOURNALS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling APPRAISAL REAL AND PERSONAL PROPERTY
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SHOWS VARIOUS WARDS AND PRECINTS, LOCATIONS OF PROPERTY, ALSO DIAGRAMS OF LOTS. SHOWS OWNERS AND ASSESSORS VALUATION PUT ON VARIOUS REAL AND PERSONAL PROPERTY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER INDEX of STREETS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELFCONTAINED INDEX UNDER NAME of STREET.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN UNDER RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 x 9 x 1 APPROX 250
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT A FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-16-41 #48
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "POLICE DEPARTMENT PAYROLLS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933-1939.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 32-BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS POLICE DEPT. PAYROLLS 1933-1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY--- BY YEARS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18X12X2. APPR. 200 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) EACH WRAPPED IN SEPARATE BUNDLE. (32)

11. Location by dates and quantities SECTION F, TOP. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information FAIR
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-16-41 #49
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND - HIGHWAYS.

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "CLOSED WORK ORDERS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 25 - BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CLOSED WORK ORDERS HIGHWAY DEPT. 1939.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- LETTER AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing A-Z AND BY NUMBER.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X8 1/2X6 1/2. APPR. 500 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN 7, FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-16-41 #50
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "REQUISITIONS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3-BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS REQUISITIONS VARIOUS BUREAUS CITY DEPTS. 1936
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- VARIOUS BUREAUS OF CITY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X13X11, APPR. 1000 REQUISITIONS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BIN. 7. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information FAIR.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/16/41 #51
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT OF LEGISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title 'METERED WATER BILLING TAPES'
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 2ND, 3RD, 4TH QUARTERS 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROLS AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents METERED WATER BILLING TAPES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY QUARTER YEARS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HAND WRITTEN PRINTED FORM AND TYPED PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR. 1000 TO EACH BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN 11, FAYETTE ST SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L Forrest 4/16/41 #52

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND.

Name of agency or office DEPT OF LEGISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "WORKING PAPERS AND COPIES OF REPORTS FOR THE YEAR"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1927 AND 1928
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling AUDIT OF STATE TAXES.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents WORKING PAPERS AND COPIES OF REPORTS FOR THE YEAR.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement NUMERICALLY BY YEAR.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS, AND HAND-WRITTEN ON PLAIN PAPER
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR 1000 TO EACH BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN NO. 11, FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L. Forrest. 4/16/41 #53
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "ADDING MACHINE TAPES OF CASHIERS STUBS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY 1, 1927 TO DECEMBER 31, 1928
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 8 BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling AUDIT OF STATE TAXEX.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents ADDING MACHINE TAPES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement NUMERICALLY BY DATES ON BOXES.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PLAIN PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR 1000. TO EACH BOX
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BINN NO. 11 FAYETTE ST SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/16/41 #54
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE / BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "VERIFICATION SHEETS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY 1934 TO DECEMBER 1937.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 67 BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROLS AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 3 BOXES NO 30, 50, 58 NOT ON SHELF.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents VARIOUS BUREAS OF CITY, AS FOLLOWS:
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

PLUMBING, HEALTH, MARKETS, REAL, MINOR PRIVILEGE, RENTALS, JUDGEMENTS, METERED WATER ETC.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement NUMERICALLY BY BOX NUMBERS, AND LETTER V.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 8 1/2 6 1/2 APPR 1200. TO EACH BOX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT BIN NO. 11 FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-17-41 # 55
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

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Name of agency or office LEGISLATIVE REFERENCE- BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "HIGHWAYS PAYROLLS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully: years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS HIGHWAYS PAYROLLS 1933. SHOWING NAME, RATE, NET AMOUNT ETC...
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18X14X3. APPR. 300 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-17-41 #56
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "PAYROLL GROUP THREE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS NAME RATE, NET AMOUNT PENSION FUND, SICKNESS ETC... 1934
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 300 COPIES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-17-41 #57
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "PAYROLL GROUP ONE."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933-34.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 24 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS NAME, RATE, NET AMOUNT, PENSION FUND, SICKNESS ETC., 1933-1934.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 300 COPIES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/17/41 #58
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT LEGISLATIVE REFERANCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "LIBRARY" (CENTRAL PAYROLL BUREAU.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents NAME, CLASSIFATION, SIMI MONTHLY RATE, NET AMOUNT, PENSION FUND, MINUS, SICKNESS, PLUS, TOTAL TIME DAYS, TIME OFF DUTY, CODE, CHECK NUMBER, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME AND CLASSIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 1/2 14 4 APPR 400 PAGES EACH VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECTION D. BIN 68, FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L Forrest 4/17/41 #59

(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT LEISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "MECH. AND ELEC. SERVICE CENTRAL PAYROLL BUREAU."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents NAME, NUMBER, RATE PER HR, NET-AMOUNT, SPECIAL ALLOWANCE, MINUS, TOTAL TIME, HRS. ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 14 2 APPR. 250 PAGES EACH VOL EACH VOLUME.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT. D. BIN 67. FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L Forrest 4/17/41 #160
(Worker's full name) (Date) (Form identification number)

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~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "HIGHWAYS CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents NAME, CLASSIFICATION, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME AND CLASSIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 14 1/2 2 1/2 APPR 200 PAGES EACH VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT D. BIN 67, FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/18/41 #61
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE. BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "WATER SUPPLY CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOGICALLY BY NAME AND CLASIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 14 3 APPR. 250 PAGES EACH VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT. D. BIN 67, FAYETTEST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L. Forrest. 4/15/41 #62
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "SEWERS CENTRAL PAYROLL BUREAU."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement CHRONOLOGICALLY BY NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 1/2 14 2 1/2 APPR-200 PAGES TO VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT D. BIN 66, FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L. Forrest 4/18/41 # 63
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "MISCELLANEOUS CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 14 3 1/2 APPR 300 PAGES TO VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT D. BIN 66 FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L. Forrest 4/18/41. 64

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE MD State MARYLAND.

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "STREET CLEANING CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES
(Number of volumes; filo drawers; filo boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 1/2 14 3 APPR 250 PAGES EACH VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT D. BIN 66, FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-18-41 #65
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "WATER SUPPLY" (PAYROLL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS WATER SUPPLY PAYROLL 1933
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 250 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-18-41 #66
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "MECHANICAL ELECTRICAL SERVICE" (PAYROLL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAYROLL MECHANICAL ELECTRICAL SERVICE 1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN + TYPED PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 300 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-18-41 #67
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY ~~State~~ MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "SEWER PAYROLLS."
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAYROLL NO., NAME RATE NETAMOUNT ETC.,. 1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 250 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-17-41 #68
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "FIELD BOOK" (APPRAISAL REAL AND PERSONAL PROPERTY)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1841-1876 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 170 JOURNALS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling APPRAISAL REAL AND PERSONAL PROPERTY
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SHOWS VARIOUS NAMES AND LOCATIONS OF VARIOUS OWNERS OF REAL AND PERSONAL PROPERTY SHOWS VARIOUS WARDS AND DIAGRAMS. GIVES VARIOUS MEASUREMENTS OF LOTS, SHOWING IMPROVED BY DWELLINGS OR NOT. ALSO VARIOUS PERSONAL PROPERTY APPRAISED. ALSO SHOWS VARIOUS AMOUNTS ASSESSED.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS WARDS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY UNDER NAME
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 13 1/2 x 8 x 1 1/2 APPROX 300 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT A TOP AND 1-6-11-16-21-26-31 BINS FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-17-41 #69
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "INSPECTOR'S AND POLICE REPORTS ON LAMPS AND LIGHTNING"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1930-1934 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10 PASTE BOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INSPECTOR'S AND POLICE REPORTS ON LAMPS AND LIGHTNING
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN INSPECTOR'S AND POLICE REPORTS ON LAMPS AND LIGHTNING. SHOWS DAILY REPORT OF GENERAL INSPECTOR AND POLICE of VARIOUS DISTRICTS ON CITY LAMPS. SHOWS HOUR INSPECTED, LOCATION, KIND AND CONDITION, ALSO MILEAGE COVERED BY INSPECTORS SHOWS TIME FIRST SEEN OUT AND TIME LAMP WAS RELIGHTED AND SHOWS VARIOUS NAMES of INSPECTORS AND POLICE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS DISTRICTS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 APPROX 1000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) REPORTS IN EACH BOX

11. Location by dates and quantities BASEMENT F BIN-57-58-59-60-61
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST SIDE

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Boddison 4-18-41 #70
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore - City State Maryland

Name of agency or office Dept Legislative Reference Bureau Archives
(Office of custody) (Office which made the record, if different)

Address of office of custody City Hall Room 419
(Name of building, room number, street address)

1. Title "Correspondence Lamps and Lightning"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1916-1918
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10 Pasteboard Boxes
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Correspondence Lamps and Lightning
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Correspondence Lamps and Lightning 1916-1918 Inc.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER FOLDER IN EACH BOX
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 APPROX 1000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT F TOP FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN FAIR CONDITION.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

Robert L. Forrest 4/21/41 #71
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "GROUP 2 CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAY ROLL NUMBER, NAME, RATE, NET AMOUNT, PENSION FUND, MINUS, PLUS, TIME ON DUTY, CODE, CHECK NUMBER, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement CHRONOLOGICALLY BY NAME AND CHECK NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18 16 1/2 2 1/2 APPR. 250 PAGES PER VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT. D BIN 69, FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L. Forrest 4/21/41. 1 12
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY ~~State~~ MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419.
(Name of building, room number, street address)

1. Title "GROUP ONE CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 11 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PENSION FUND, MINUS, PLUS, TOTAL TIME DAYS, TIME ON DUTY, CODE, CHECK NO. REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement CHRONOLOGICALLY BY NAME AND CHECK NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 16 2 1/2 APPR. 250 PAGES TO VOL.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT. D. BINS 69-70. FAYETTE ST SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Robert L Forrest 4/21/41 #73
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE MD State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PARK BOARD CENTRAL PAYROLL BUREAU"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JANUARY TO DECEMBER 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU OF CONTROLS AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL NUMBER, NAME, RATE, NET AMOUNT, PLUS, MINUS, TOTAL TIME, HOURS ALLOWED DAILY, REMARKS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued ✓

7. Arrangement CHRONOLOGICALLY BY NAME AND PAYROLL NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 14 2 APPR 200 PAGES TO VOL
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT SECT D. BIN 69 FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD.
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-18-41 74
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419 - BUREAU HIGHWAYS
(Name of building, room number, street address)

1. Title "WORK TICKETS" (MAINTENANCE DIVIVISON)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1928 - 1938 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 507 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling WORK TICKETS. BUREAU HIGHWAYS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN WORK TICKETS BUREAU HIGHWAYS.
(Purpose and general nature of record. Principal items of information
MAINTENANCE DIVISION 1928-1938 INCLUSIVE
shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

SEE ADDENDUM #1 #2

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON BOXES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BINDER ~~ON~~ NUMBER ON FOLDERS
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 8 x 4 APPRO 1000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) WORK IN EACH BOX

11. Location by dates and quantities BASEMENT F TOP 1 TO 53 BIN
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORD GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

TA11

4-17-41
1928-1938

CONTENTS ITEM 6

NO. 74

ADDENDUM NO1

NO 12000 M

BUREAU OF HIGHWAYS
MAINTENCE-DIVISION
WORK ORDER

DATE- 7-11-28 1921

DUPLICATE

FOREMAN

PROCEED WITH THE FOLLOWING WORK

LOCATION OF JOB REAR 659 E CLEMENT ST.

CONCRETE 3"x5"

ORDER IN CHARGE E.F. DAVIS

CHARGE TO WATER DEPT (INTDPT)

DRAWING NO

PERMIT NO 44452

MAILING ADDRESS

FOREMAN'S REMARKS

SIGNED

SUPERINTENDENT
ENGINEER.

ORDER-COMPLETED	ORDER BILLED.
DATE	DATE-
FOREMAN	BILL CLERK.

TALL
4-17-41
1928-1938

NO 74
ADDENDA
NO. 2

CONTENTS- ITEM 6

BUREAU OF HIGHWAYS
STREET AND ROAD MAINTENANCE
DAILY TIME SHEET

R.S

DATE. JULY 14 1928 WORKORDER NO 12001

REAR 2000 BLK: RAMSEY ST N S

NATURE OF WORK WORN OUT CONCRETE

NO	NAME	CLASS	HRS	RATE	AMOUNT
2627	W M SPUL	F	5½	70	385
2001	S RICHART	S	5½	45	745
1521	S RICHART	S	5½	45	
998	J SNAPP	S	5½	45	1688
SIMEN TRANSFER	1 TON TRUCK		5½	125	1816

APPROVED C REIGAR SUPT-

WM SPRUL FOREMAN-

BIDDISON 4-21-41 #75
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VALUATION PROPERTY IN BALTIMORE CITY"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1803 - 1870
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 720 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VALUATION PROPERTY IN BALTIMORE CITY
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VALUATION - PROPERTY IN BALTIMORE CITY 1803-1870
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

SEE ADDENDUM

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS WARDS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18x 12x 2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT A BIN 5-46
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON

APRIL 21-41

CONTENTS ITEM 6

NO 75

ADDENDUM 1

DOCTOR, SOLOMON BIRCKHEAD

1 LOT. 32 BY 115 FEET TO ALLEY						288. -
IMP. BY 3 STORY BRICK DWELLING AND STABLE						900. -
FURNITURE						250.
PLATE 319 OZS						319.
1 MALE SLAVE	LEVIN	AGE	38	YEARS	125.	
1 " "	CHARLES	"	40	"	125.	
1 FEMALE "	NELL	"	50	"	40.	
1 " "	LINA	"	45	"	CRAZY - 0.	
1 " "	ELIZA	"	17 -	"	80.	370.
1 HORSE						10.
1 GIG						20.
1 COW						3.
						2160.

BIDDISON 4-21-41 # 76
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND - COMPTROLLER -

Name of agency or office DEPT LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL GENERAL MISCELLANEOUS"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates JAN TO DEC 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL GENERAL MISCELLANEOUS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN CENTRAL PAYROLL BUREAU SHEETS
(Purpose and general nature of record. Principal items of information
FOR VARIOUS MISCELLANEOUS ITEMS. AT VARIOUS
shown. Summary of forms used in making record, their headings, etc. If a very
CITY DEPARTMENTS. SHOWS DATES, VOUCHER NUMBER
general or miscellaneous record, detailed information as to type of records
SHEET NUMBER, ALSO NAME AND CLASSIFICATION
contained and dates covered by each should be given. Unless contents of those
AND RATE OF PAY JAN. TO DEC 1935
records are described by other Forms 12-13HR, such forms should be filled out
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY UNDER NAME of VARIOUS DEPTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 1/2 x 17 x 3 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT D 66 FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-21-41 #77
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS" - 1938
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 210 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS-1938
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS VOUCHERS 1938. FOR VARIOUS MDSC. PURCHASED BY VARIOUS DEPARTMENTS. SHOWS VARIOUS NUMBERS OF INVOICES, DATE OF INVOICES AND VARIOUS AMOUNTS OF INVOICES: ALSO SHOWS NAME OF DISBURSING OFFICER SIGNED TO VOUCHER
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 APPROX 135
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
VOUCHERS IN EACH BOX

11. Location by dates and quantities BASEMENT D
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-21-41 #78
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "PARK BOARD." (PAYROLL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PARK BOARD PAYROLL 1933
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2'/2. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-21-41 #79
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "STREET CLEANING" (PAYROLL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS STREET CLEANING PAYROLL FOR 1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E, FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-21-41 #80

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "PRATT LIBRARY." (PAYROLL.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PRATT LIBRARY PAYROLL 1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-22-41 #81
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE-BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "PAYROLL CITY HOSPITAL INMATES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1928
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS BALTIMORE CITY HOSPITAL PAYROLL INMATES FOR 1925-1928.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18X15X1. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-22-41. #82
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419.
(Name of building, room number, street address)

1. Title "SCHOOL TEACHERS" (PAYROLL)
(Give present full title in quotes, assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5- VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS SCHOOL TEACHERS PAYROLL 1933.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

JAN.-JUNE - 1933.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2, APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE BASEMENT.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

EMIG 4-22-41 #83
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "EMPLOYEES PAYROLLS" (SCHOOL-EDUCATION)
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1933.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 12-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CITY EMPLOYEES PAYROLLS 1933
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2 1/2. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-22-41 #84
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1937"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1937
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 224 PASTE BOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHER 1937
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1937. GIVES NAMES of VARIOUS CITY DEPARTMENTS PURCHASING VARIOUS ITEMS FROM VARIOUS CONCERNS. SHOWS DATE of INVOICE, AMOUNT, SHOWS NAMES WHO INSPECTED AND APPROVED FOR PAYMENT. GIVES PURCHASE ORDER NO., DEPT. REQUISITION NO., ALSO COMPTROLLER SYMBOL ALSO COST ACCOUNT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 APPROX 175
(Of record or container. Height, width, thickness or depth. Average number of ~~pages~~ VOUCHERS IN EACH BOX or documents)

11. Location by dates and quantities BASEMENT D -
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-22-41 #85
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1936"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1936
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 236 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS 1936
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1936. GIVES NAMES OF VARIOUS CITY DEPARTMENTS PURCHASING VARIOUS ITEMS FROM VARIOUS CONCERNS. SHOWS DATE OF INVOICE, AMOUNT, SHOWS NAMES, WHO INSPECTED AND APPROVED FOR PAYMENT. GIVES PURCHASE ORDER NO. REQUISITION NO. ALSO COMPTROLLER'S SYMBOL AND COST ACCOUNT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 APPROX 175
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities BASEMENTS C + D -
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-2241 #86
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATION REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1935"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 216 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS 1935
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1935. GIVES NAMES of VARIOUS CITY DEPARTMENTS PURCHASING VARIOUS ITEMS. FROM VARIOUS CONCERNS, SHOWS DATE of INVOICE, AMOUNT, SHOWS NAMES, WHO INSPECTED AND APPROVED VOUCHERS FOR PAYMENT. GIVES PURCHASE ORDER NO., REQUISITION NO. ALSO COMPTROLLER'S SYMBOL AND COST ACCOUNT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 APPROX 2000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities BASEMENT C
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-28-41 #87

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "GROUP TWO." (PAYROLL)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS GROUP TWO PAYROLL FOR VARIOUS WHITE COLLAR JOBS. 1933
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X2. APPR. 250 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-23-41 # 88

(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES.
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "EMPLOYEES PAYROLL". (EDUCATION-SCHOOLS.)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 12-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS EMPLOYEES PAYROLL FOR 1934.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY--- NAME AND NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16X16X1. APPR. 200 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMIG 4-23-41 #89
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEGISLATIVE REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL 419
(Name of building, room number, street address)

1. Title "PAYROLL SCHOOL BOARD, ARREARAGE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-VOL.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONTROL AND ACCOUNTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS PAYROLL SCHOOL BOARD ARREARAGE 1925,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
SHOWS NAME, SUB-TOTAL - TOTAL - TWO MONTHS ASSESSMENTS - NET AMOUNT PAYABLE.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY --- NAME AND NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED PRINTED FORM.
(Handwritten? Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18X13X1. APPR. 200 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities SECTION E. FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT.

12. Other information GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BODISON 4-23-41 #90
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 49
(Name of building, room number, street address)

1. Title "VOUCHERS 1939"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 222 PASTE BOARD BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS 1939
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1939. GIVES NAMES OF VARIOUS CITY DEPARTMENTS, PURCHASING VARIOUS ITEMS FROM VARIOUS CONCERNS. SHOWS DATE OF INVOICE, AMOUNT, SHOWS NAMES WHO INSPECTED AND APPROVED VOUCHERS FOR PAYMENT. GIVES PURCHASE ORDER NUMBER, REQUISITION NUMBER. ALSO COMPTROLLER'S SYMBOL AND COST ACCOUNT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 5 X 10 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities BASEMENT BIN 9
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 4-23-41 # 91
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL GROUP THREE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN TO DEC 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL GROUP THREE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORD CENTRAL PAYROLL BUREAU SHEETS.
(Purpose and general nature of record. Principal items of information GIVES NAMES of VARIOUS CITY DEPARTMENTS, NAMES shown. Summary of forms used in making record, their headings, etc. If a very AND CLASSIFICATION of CITY EMPLOYEES. ALSO SHOWS general or miscellaneous record, detailed information as to type of records VARIOUS DATES, VOUCHER, SHEET, AND CHECK NUMBERS. contained and dates covered by each should be given. Unless contents of these ALSO AMOUNTS of PAY AND VARIOUS RATES. SHOWS records are described by other forms 12-13HR, such forms should be filled out PENSION FUND AND SICKNESS & ETC. and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER NAME of VARIOUS DEPARTMENTS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HAND WRITTEN ON RULED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18 x 16 1/2 x 4 APPROX 500
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT D 67
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 4-23-41 # 92
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "MUNICIPAL JOURNALS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1930-1931
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 150 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MUNICIPAL JOURNALS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MUNICIPAL JOURNALS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

SEE ADDENDUM

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing PRINTED
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 100
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

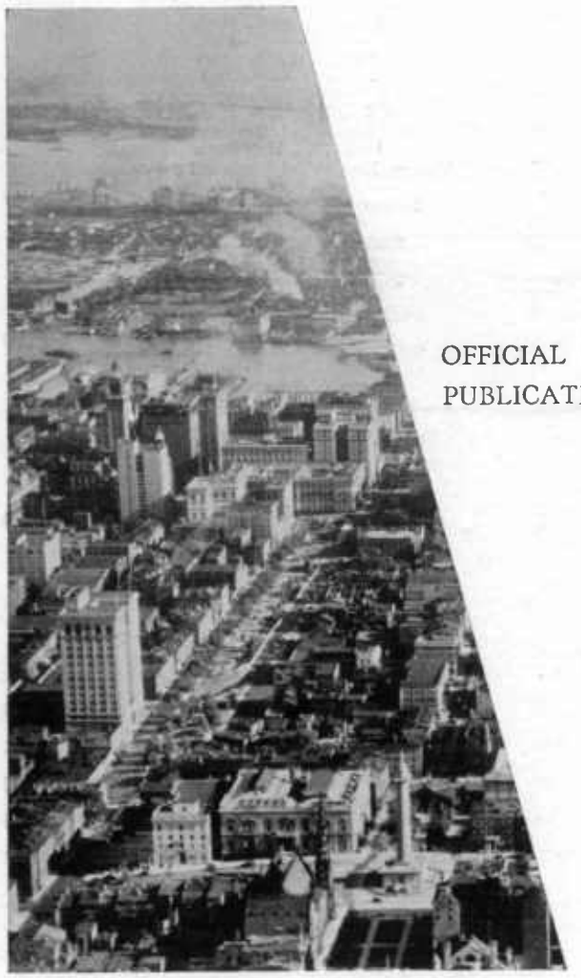
11. Location by dates and quantities BASEMENT C-D
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

ADDENDUM

BALTIMORE MUNICIPAL JOURNAL



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ROBERT IRVIN,
EDITOR AND PUBLISHER

September 25, 1931

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BALTIMORE MUNICIPAL JOURNAL

Official Publication of the City of Baltimore

ROBERT IRVIN,
EDITOR AND PUBLISHER

VOL. XIX—No. 39 | CITY OF BALTIMORE | SEPTEMBER 25, 1931

WALTER R. HOUGH
Acting Executive Secretary

HOWARD W. JACKSON, *Mayor*

ELMER ALTREITH
Private Secretary

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Pres. of City Council—President Mayor, Comptroller, Chief Engineer and City Solicitor.

PUBLISHED EVERY FRIDAY
Editorial and Business Telephones,
PLAZA 2000

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The Mayor—President President of City Council, City Comptroller, City Solicitor and City Register.

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MEETINGS OF BOARDS AND COMMISSIONS

City Council	Monday at 5 o'clock
Board of Estimates	Tuesday at 11 o'clock
Board of Awards	Wednesday at 11 o'clock
Board of Fire Commissioners	Wednesday at 2 o'clock
Appeal Tax Court	Daily, between 10 and 3 o'clock
Board of Public Improvements	On call
Board of Park Commissioners	First Wednesday of Month
Board of School Commissioners	First and third Thursday
Board of Zoning Appeals	Tuesday at 2 o'clock
Architectural Commission	On call
City Service Commission	Thursday at 3 o'clock
Commissioners for Opening Streets	Daily, except Saturday, from 11 to 12.30 o'clock
Public Bath Commission	First Monday each month, 2 P. M.
Board of Visitors to the Jail	On call
Board of Pension Trustees	Friday or when called by Chairman
Port Development Commission	Tuesday at 4 o'clock
Public Improvement Commission	Monday at 4 o'clock
Supervisors of City Charities	Third Friday of Month
Art Museum Commission	On call
Advisory Commission	On call

Entered as second class matter at the Post Office at Baltimore, Md., under the Act of March 3, 1879

Baltimore's Youth Seek Higher Education

City's Night Schools Have Largest Enrollment In History—Vocational Classes Show Greatest Increase—

THERE was a charge enmass—sixteen thousand strong — upon the night classes of the public schools of Baltimore last Monday evening.

It was the largest enrollment in the history of the schools, taxing the capacity of several of the largest buildings of learning in Baltimore.

Those appearing at the schools consisted of boys and girls and young men and young women hungering for a higher education and who are unable to attend the day sessions.

There were twenty-seven hundred boys and girls, or more than four hundred to start their courses at the City College. This unprecedented number caused authorities at the school to convert the study hall into a classroom. Approximately thirteen hundred students entered the Polytechnic Institute night school, an increase of three hundred over last year's enrollment.

The greatest increase, however, was in the vocational schools, where all classes were doubled. Instead of having two classes a week in these schools there will be four. One group will attend class Monday and Wednesday nights, and the other on Tuesday and Thursday nights.

At the girls' vocational school on Washington street, many who wished to take courses had to be turned away, according to the announcement of Martin M. Hihn, director of night schools.

He was unable to explain the increased enrollment but suggested the young people of the city realize that they must be better equipped to fight life's battles.

"Many of those who are taking courses in the night schools realize they must be more proficient and skilled to find positions," Mr. Hihn said.

"Employers want employes who are efficient, and hundreds of our new students have started courses that will raise their standards."

About one thousand girls entered the classes at the Eastern High School, while large quotas started classes at No. 1 and No. 9 Schools, both at Fayette and Greene streets.

The Americanization classes at No. 40 School, Aisquith and Orleans streets; No. 6 School, Ann, near Fleet street, and No. 62 School, Walbrook avenue and Smallwood street, were crowded.

School No. 47, Eastern and Linwood avenues, had about nine hundred students, and No. 47-A School, Bank and Broadway, had a full enrollment.

At the Southern High School Warren avenue and William street, about twelve hundred students filled the classrooms. No. 76 School, Locust Point, and No. 70-A School, Curtis Bay, drew heavily on the youthful populations of those sections.

All classes at the Printing School, Greenmount avenue and Eager street, and at the Boys' Vocational School, Howard and Centre streets, were doubled.

The Negro night schools also had increases. Douglas High School and the vocational school at Carrollton and Lafayette avenues were packed. Much larger classes than last year also reported at Schools Nos. 101, Caroline and Jefferson streets; 106, Hill street, near Sharp; 110, Waesche street, near Fremont avenue, and 130, Lafayette avenue and McCulloh street.

The faculties consisted of four hundred teachers.

Night courses for technical workers at the Johns Hopkins University will start on October 5, with the general registration day set for October 1.

Mathematics, chemistry, physics and civil, electrical, gas and mechanical engineering subjects will be given at the Engineering Building at Homeland and are offered to students desiring one or more subjects as well as high school pupils studying for a degree.

A special certificate is granted by the university to each student who is not a candidate for a degree and who has satisfactorily completed a course in any subject. Those completing the group of courses in any one department are granted a certificate covering the whole group.

Baltimore Industralist Urges "Co-operative—Mindedness"

By

Charles P. McCormick, Vice-President, McCormick and Co., Inc.

LAWRENCE, the uncrowned King of Arabia, in his marvellous book "Revolt in the Desert," depicts the passion, cruelty and suffering of the desert and yet upon his glorious entrance into Damacus, he comments but slightly. The ugly camel was the actual hero of his book. His reputation was unchanged and unaffected.

If this book is read seriously, it may be interpreted symbolically of the past two years of business stress, strain and depression. The victor's crown is hardly ever worn by anyone who brags about it, and the victors in industry today have survived because they worked, toiled and labored with a faith supreme in their policies, are likewise thankful that they were even allowed to pull through "the scorching desert" with honor.

Likewise, the "high-quality-minded" manufacturer, while in this desert was severely criticized for his policies. Possible during the past terrific competitive battle, some lost their heads others unquestionably were killed while others saw mirages, and still others optical illusion. The retailers and wholesalers likewise in the same "heat zone" went through in like manner. Basicly, however, I believe that all three were trying to honorably survive although criticism and panic played havoc during these times.

The time for "approaching the oasis" seems close at hand. Grievances and unfounded rumors seem to be fading with the horrid picture behind us. Good manufacturers are seeking good distributors and good retailers. They suggest to retailers that ten good retailers who are loyal to a line are worth thirty lukewarm ones; one jobbing house that is loyal, worth three that are indifferent and feature every line that comes along, remaining loyal to no one.

Quality lines are going to be the salvation of all three parties—manufacturer, wholesaler and retailer—for they have stood the desert's wilting heat and have come out victors. Strictly "price goods" have had their gala day and with them went all of the wild features that lent themselves toward radical talk. *Let's all get back to stabilized*, loyal co-operation, namely, manufacturer supporting his customers and the customers supporting the manufacturer by not carrying every line of similar nature. A saving will occur all around and there will be more peace and profit. The manufacturer today is willing to give, wherever he is shown that his services are appreciated. By "services" I mean sales work, sales assistance and co-operation in building something which will mean profit to both in the end. No one will eventually profit by this everlasting talk of *price, price, price*. Quality will come back stronger with better times and will always remain the backbone of any industry as proven in the years gone by. Poor goods are featured in poor times, fair goods are favored in fair times and the best goods are demanded in good times. Profits are made in good times—not poor times.

History repeats itself! Those frail, inefficient men who cannot stand the "gaff" of hard times will wilt under the intense heat and the efficient will alone survive. Spices, Teas, Extracts and other items of a highly specialized nature, if of the best, can stand the pressure and can come through victoriously, although they may be slightly scarred. After all, it does the best of us good to be tempered, like the wonderful old Damascene steel sword blades. Heat makes steel more flexible, sharper and truer.

Let's profit by the hardships and be "co-operative - minded" rather than *"shrewd"* and "too smart" in buying. Price will never build a lasting business but quality will, if properly managed.

The Spirit of Baltimore—

THE spirit of Baltimore was again displayed a few days ago when the bankers and business men of this city united forces and increased the financial strength of Baltimore.

Adding $22,500,000 to the immediate cash resources of the Baltimore Trust Company was the first step in this action. It is generally agreed that this will give the institution a cash position of unusual power.

Mayor Howard W. Jackson immediately issued a statement praising the remarkable public spirit which resulted in the subscription of the money as a part of the new capital structure of the Baltimore Trust Company.

The Mayor said:

"It commands admiration. It is another evidence of the same civic spirit which prevailed after the great Baltimore fire and shows that Baltimoreans will not let Baltimore or their fellow-Baltimoreans suffer."

Howard Bruce entered into the affairs of the trust company as the active head. He becomes chairman of the board and chief executive officer.

James Bruce continues as president and Waldo Newcomer as chairman of the executive committee, Senator Phillips Lee Goldsborough, former chairman of the board, becomes vice-chairman. Donald Symington, who was chairman of the governing board, becomes vice-chairman of the executive committee.

Every type of business house, as well as individual financiers, business men and public officials, rallied behind the trust company when some small deposits were withdrawn as the result of vague rumors.

Other depositors who had large sums in the institution felt no alarm, but they decided something must be done immediately to convince the general public of their faith in the stability of the city's banks.

War Against Diphtheria Proves Successful

Immunization Urged by Bureau of Child Welfare—Campaign to Continue—

THE war against diphtheria — through the immunization of Baltimore children between the ages of six months and six years—the pre-school age—continues to be waged in this city with unabated force.

The battle against this dreaded disease is being actively waged even though the special Health Department week ended a month ago according to Dr. William H. F. Warthen, director of the Bureau of Child Welfare.

The success of the campaign is apparent when one examines the records. For instance here is Dr. Warthen's report:

"There have been 3,159 children of the pre-school age immunized since the beginning of the special Health Department Week on August 24 and an average of 350 children of the pre-school age are being immunized each week.

"Besides the actual work of immunizing of the children an educational campaign is being waged. We are storming the homes with literature, showing the mother the importance of having her child immunized. Through the co-operation of some fifteen or twenty organizations the following printed matter has been distributed thus far during the campaign.

"Pamphlets distributed from house to house by the Police Department, 100,000; window display cards shown (principally through co-operation of chain stores and department stores), 2,200; billboard posters shown by courtesy of General Outdoor Advertising Company and C. H. Morton Company, 50; cards shown in trolleys, 1,075 leaflets in English and Hebrew, 31,000; leaflets of September Health News article, 14,000, and the 100,000 additional pamphlets now being circulated in the public and parochial schools as a special effort to get the message into the homes and to the parents of these young children.

"This campaign has been materially aided by the generosity of advertising agencies and of stores and the endorsement and assistance of associations and official organizations combined to effect a broadcasting of the subject in a most effective way.

"Without this assistance the campaign would have been of short duration as the funds were limited, barely enough to pay for the printed matter —thus preventing the Health Department from securing sufficient publicity to get its message to the people.

"The United Railways published a statement in the *Trolley News* of August 26 and with it a list of the thirty-three Health Department Immunization Stations.

"Three radio stations generously allowed the use of their air for broadcasting. Talks were given on WCBM by Dr. Benjamin Tappan, Medical Director of the Babies' Milk Fund Association and myself, and talks on WFBR by Dr. J. Frederick Hempel, Assistant Commissioner of Health and Dr. V. L. Ellicott. In addition, statements or "spots" were broadcast between programs on WFBR, WCBM and WCAO.

A statement by Dr. C. Hampson Jones, Commissioner of Health, was published in all synagogue and temple bulletins, in the Y. M. H. A. publications, and in the publication of the Jewish Educational Alliance.

The result of this campaign was immediately noticeable in an increase in attendance at the Diphtheria Immunization Stations and an increase in immunization by private physicians.

During the month of July, the total number of children immunized in the Health Department Stations was 216, where as the number immunized during the single week of the campaign was 1,352. This latter number by no means represents the total response of the campaign. The number of new children brought in each week since the campaign, while not as great as

Turn to page 8

Helping the Unfortunate Children to Receive an Education —

UNTIL a few years ago little was done for children suffering from speech disorders. It was unfortunate that they were unable to talk like other children, but it was fate. The afflicted had to make the best of it. Unable to make themselves understood, they became supersensitive and self-conscious. Many children admitted that they would rather receive a zero mark in school than to attempt to recite.

Some children dragged along for years and finally dropped out of school. Their abilities never had a real chance. Teachers had no idea how to deal with such children. Physicians frankly admitted that they could do nothing.

During the past decade, great strides have been made in solving the functional difficulties of the voice, and today there are few cases which are considered hopeless. The princpal speech defects are stammering and stuttering, lisping, lalling, defective phonation, and foreign accent, and speech teachers are trying by scientific methods to eliminate about fourteen thousand cases, which are now enrolled in the speech corrective classes conducted in schools: 3 - 22 - 27 - 44 - 55 - 62 - 65- 81 - 82 - 85 - 94 - 99 - 203 - 208 - 212 - 223 - 233 - 234 and 100 - 102 - 103 - 104 - 110 - 111 - 112 - 114 - 122 - 125.

Although many speech defects are caused by definite organic disturbances, there are many which are functional, such as infantile defects. Baby talk is all right in its place, but it may be carried too far, and encouraged too long. There are many older children who still say "mudder" for "mother," and "thister" for "sister." They have formed the habit and cannot produce the correct sounds.

There are also defects that are caused by carelessness. Habits are easily formed and not easily eliminated. The simplest method to develop correct speech is to use it constantly.

The younger the child, the greater the chance of complete correction. The earliest response to the stimulus of good speech gets the most lasting hold and develops the deepest root. Speech correction depends on the cooperation of parents and those who shirk this responsibility commit a great wrong.

The work of the speech teacher is to show the child how to produce correct sounds, and to direct the way toward better speech. Tongue exercise, vocal drills, and exercises supplemented to meet the need of each individual are given in the speech classes which are conducted twice a week in the schools situated in various sections of the city.

Make Contribution To Most Deserving Citizen

THE citizen of Baltimore making the most significant contribution to the progress of this municipality during any one year will receive an award from the Advertising Club of Baltimore, Frank Price, Jr., president of the club has announced. He also has appointed a committee to select the award.

The committee which is headed by Louis E. Shecter, chairman, consists of J. K. Voshell, Frederick P. Stieff, Jr., and E. Lester Muller, president of the City Council.

The committee is expected to confer with Mayor Jackson to get his views on the matter and to recommend the type of award, bases of selection of recipients and when it will be presented.

Veteran Baltimorean Looks Backward

This Is the Fourteenth of A Series of Interesting Reminiscences—

OF ALL the water front resorts around Baltimore which have disappeared within a generation that at Ferry Bar is the most missed. You go down there and you find the very sand bar which gave the place its name by jutting out into the Patapsco like the point of a stiletto, cut through by a dredge to make a cut-off channel and saving the commercial boats only a few yards and a little steam.

Where were the boat clubs, is now a big barn-like railroad shop—not at all pretty. The street—Light street—ends there and that is nowhere. It used to be called the Light Street road—that is, the continuation of Light street—in fact it was Light street road for many miles into Anne Arundel county. Light Street road and the long bridge. There was the draw-keeper's house built on piles, and the big steel swinging draw and the fishermen and crabbers busy on the piling around the draws in summer.

Ferry Bar was the haven of pleasure boats and there were few in or around Baltimore that at one time or another did not put in there for ice, fuel or what not. In the days past boats were sometimes supplied at Ferry Bar with a lot of what not.

Since the boat clubs have gone over to the opposite side of Spring Gardens there are as many of them as ever—probably many more and they have a fine harbor at Broening Park. But Ferry Bar is there—or its remains—to remind one of what was one of Baltimore's real beauty spots as made by nature, for there is not now within miles of Baltimore anything at all like what Ferry Bar was in its day.

Ferry Bar and Ferry Point in Curtis Bay were about the most interesting and picturesque natural water front places in or about Baltimore. Ferry Point, where Jack Flood located in middle life, and built up a great beer garden trade with a dance hall attached, jutted out into the water as did Ferry Bar and for that matter still juts, but it is no longer picturesque. All, all is commerce, utility. The trees of Ferry Point are gone and in their stead rise fat, round squat tanks that might hold oil but actually contain molasses brought in tank ships from the West Indies to be converted into industrial alcohol. There is no longer a tree to be seen. Nothing but enormous tanks and no one asserts that tanks are beautiful.

We recall, too, that soon after the Hanover Street bridge was projected and the abandonment of Light Street bridge was decreed, there was reported the project of a great sugar refinery to be built right where is now Broening Park. Ships were to come right up to that refinery as they now come to the refinery which later was built on the south side of the inner harbor.

It was at or near Ferry Bar that Ross Winans built his famous cigar-shaped boat and which was for a time, a great mystery. Somehow we could never get the correct history of that peculiar vessel even though we asked the late Ferdinand C. Latrobe to tell us about it. Mr. Latrobe represented the Winans family for many years and knew about as much of their history as anyone hereabouts, but getting anything out of him was quite another matter. He never told any more about the cigar-shaped boat than he did about the famous steam cannon that Winans built in Civil War times and which was seized by the Union forces for fear that it might reach the Confederates. That steam cannon was as much of a mystery as the cigar-shaped boat and the statuary behind the famous Winans wall on West Baltimore street and which wasn't so mysterious after all.

It was down near Ferry Bar that Simon Lake built his first submarine and it was in Ferry Bar waters that it was tested out. And in that same water front neighborhood many queer experiments in navigation have been and even at this day some very odd shaped craft can be found about there. The latest to be noted this very year was a contraption that seemed to be a combination of a boat and flying machine without wings but it didn't appear to be really much of either. Experimenters and inventors have for generations clung to the Ferry neighborhood as a good point for their tryouts, some of which have unfortunately ended fatally.

Many and many a new marine motor has been given its tryout in Ferry Bar waters and even today the fastest craft in local waters can be seen down there. But there is no Ferry Bar from which to watch them. The Hanover Street bridge is a point of vantage but it is so high in the air. Nature built Ferry Bar for what it was. Man has made it into what it now is.

Baltimore City Has About A Thousand Miles of Streets

MY how news does travel—Have you ever stopped to think how a subject will become impressed upon one's mind and months afterwards it will be recalled and then effort will be made to refresh the memory on the facts of the matter?

That is just what has happened regarding an article published in the BALTIMORE MUNICIPAL JOURNAL two years ago. It was entitled "Baltimore City Owned Property—Know of its Extent and Value." During the last few weeks the Editor has received several requests for a reprint of the facts contained in this article.

Due to the interest manifested in the article the subject matter thereof is herewith given in full, it having been compiled two years ago by Dr. Horace Flack, director of the Bureau of Legislative Reference.

"There are approximately 925 miles of public streets with an average width of 30 ft. from curb to curb. As the public streets extend from building line to building line, about 15 ft. should be added to include the total area of public streets.

"The public parks contain 3,500 acres and of this area, 150 acres are beaches or waterfront property.

"The City owns 15,563 acres of water supply property, nearly all of which is outside the city limits.

"The lot on which the City Hall stands contains .84 acres, all of which is covered by the building.

"The new Municipal Building, on the opposite side of Lexington street from the City Hall, covers an area of 1.14 acres.

"The Court House covers a lot containing 1.18 acres.

"The Civic Center, which includes an open Plaza, War Memorial Building and Police Headquarters Building, contains 4.22 acres.

"The sewage disposal plants, outside of the City, contain 505 acres.

"The grounds on which the municipal hospitals are located contain 294.42 acres (Sydenham 64.52 and City Hospitals 229.9).

"The total area of the City is 91.93 sq. mi. or approximately 58,880 acres, of which 51,380 acres are land, the rest being water.

"The total cost of constructing the City Hall was $2,319,081 (which included a cost of $369,860 for land).

"The land on which the City Hall stands was valued in 1927 at $616,455.

City Wars Against Diphtheria

(From page 5)

that during the campaign week, is much higher than the number before the campaign and it is hoped that the effect of the publicity will extend over a long time.

The number of children immunized by private physicians increased during the campaign to approximately five times the immunizations before the campaign as judged by the amount of immunizing material withdrawal by physicians from Bacteriological Labortory. This increase is doubtless due in a large part to the co-operation of the physicians following the circular letter sent to them from the Health Department on August 19.

To continue to bring this subject to the attention of parents, 100,000 pamphlets are being distributed to the pupils of all grades of public and parochial schools to be taken home to the parents. These pamphlets, like those used in the campaign, emphasize the importance of immunizing children between the ages of six and nine months rather than waiting until school age. The Health Department also immunizes entering school children with the consent of their parents, but the immunization of these children cannot compare in importance to the immunization of infants. It merely serves the purpose of protecting those children who, for some reason, were not protected earlier.

It is expected that another immunization campaign will be instituted on May 1, 1932.

Highlandtown—A Busy Bustling Community

Section of City
Has Most
Interesting
History—

Recreation Pier—Foot of Broadway

HIGHLANDTOWN — that busy bustling part of the city lying eastward from Patterson Park — and in proximity to Canton — is known to all Baltimoreans.

Yet, comparatively a few years ago —as times goes—Highlandtown was just a handful of houses with a few business places—a tiny settlement known as Snake Hill.

Today—the small group of houses has given way to thousands of dwellings, to handsome churches, to large business centers and to great industrial plants which send their products all over the world.

Just prior to the Civil War, the largest part of the present Highlandtown, and this numbered only a few residents, was at the intersection of what is now Eastern avenue and Conkling street and a highly populated section. A little yellow schoolhouse served for the few children. To the north of the school was a cemetery, where Sir Richard Colegate, original owner of this land, was buried. The Colegate property formed one of several large estates which had been carved from the primeval forest in 1600. A navigable stream, Harris Creek, ran through the territory to Baltimore street. Also there were race tracks and sporting places which catered to the pleasure-loving gentry of the period. As years passed, the estates were sold and divided into small sites for homes and farms.

To the westward of Snake Hill, the United States Government, in 1861, built Fort Marshall. This fort covered Fort McHenry and was quite large, there having been 60 guns of big calibre mounted there. Fort Marshall was dismounted and abandoned as such in 1866.

At the close of the Civil War, the people drew together and a village was started, and this known as Snake Hill, rapidly grew. Much objection, however, was voiced against the name of the village which also was called Butcher's Hill. The sentiment for a change culminated in a meeting called by the leading citizens. A committee was appointed which finally selected Highlandtown for the settlement as being most appropriate because of the elevation of the section. From the central part, the country could be seen for miles around.

Of the committee which selected the present name for the community but one member, Conrad Schluderberg, is living. Mr. Schluderberg is 91 years old but is still active, has a good memory, and can recall many of the interesting events in the early history of the locality, where he still makes his home. He was one of the organizers of Highlandtown Fire Department. He is a member of the Schluderberg family one of which started the packing plant now known as Schluderberg-Kurdle Company. He, himself, was a butcher with stalls in Marsh Market and Broadway Market. The business at the latter place is still conducted by a son of Mr. Schluderberg.

The Highlandtown Fire Department was organized December 30, 1873, as a Hook and Ladder Company, called "The Rescue." A hall for the company was built with funds obtained through a building society organized for that purpose. During this same period, there was organized a cavalry troop, called the Maryland Hussars, which was a feature at many parades and which often acted as escort for the Governor.

Highlandtown has many fine religious structures; the first built was the Highlandtown Methodist Episcopal Church, in 1868. In this vicinity also, was the first charge of James Cardinal Gibbons, then just graduated from St. Mary's Seminary. In a local edifice, Nazareth Lutheran Church, is one of the largest wood carvings in the city. It is a replica of "The Last Supper" and was carved by Alois Lang, of Oberammergau, Bavaria, a brother of Antone Lang, who played the part of Christus in the Passion Play.

From this section have come a number of prominent figures in the baseball world, who were first members of the semi-pro teams there, among them Charlie Gettig, who pitched for the New York Giants, and Henry Gettig who, among other teams, played with the Baltimore Orioles. From 1889 to 1892, the Highlandtown Baseball Club, in one season, won 19 out of 21 state games.

CITY PROPOSALS

DEPARTMENT OF PUBLIC WORKS
BUREAU OF HIGHWAYS

September 23, 1931.

Sealed Proposals, executed in duplicate, addressed to the Board of Awards, care of the City Register, will be received by him in his office until 11.00 A. M., Wednesday, October 7, 1931, for Grading street listed in Contract No. 604.

Contract No. 604
Grading 8,000 cubic yards
Certified Check $100.00

Specifications and proposal sheets and all other information can be obtained at this office, Room 303, Municipal Building.

The Board of Awards reserves the right to reject any or all bids. A certified check of the bidder, drawn on a clearing-house bank, payable to the order of the Mayor and City Council of Baltimore, in the amount as recited in the specifications must accompany each bid.
Bond in the amount of the contract price will be required of the successful bidder.

NATHAN L. SMITH,
Highways Engineer.

Approved:

MAYOR HOWARD W. JACKSON.
President, Board of Awards.

DEPARTMENT OF PUBLIC WORKS
BUREAU OF HARBORS

Baltimore, Md.

Sealed Proposals, in duplicate, marked "Proposals for Repairing Hanover Street Bridge across Middle Branch of the Patapsco River, Baltimore, Maryland" and addressed to the Board of Awards of Baltimore City, will be received at the office of the City Register, City Hall, Baltimore, Md., until 11.00 o'clock A. M., Wednesday, October 7, 1931.

Each bid must be accompanied by a certified check of the bidder drawn on some Clearing-house bank, in the amount of Two Thousand ($2,000.00) Dollars, and made payable to the Mayor and City Council of Baltimore.

The Board of Awards reserves the right to reject any or all bids and to waive technical defects, if in its judgment the interest of the Mayor and City Council may so require.

Bond in the amount of the contract price will be required for the proper performance of the contract.

Specifications, plans and proposal sheets and all other information may be obtained at the office of the Bureau of Harbors, Recreation Pier, Baltimore, Md., upon the payment of Ten ($10.00) Dollars, which sum will not be refunded.

ELMER E. HAMMOND,
Harbor Engineer.

Approved:

MAYOR HOWARD W. JACKSON,
President, Board of Awards.

CITY PROPOSALS

CITY OF BALTIMORE
DEPARTMENT OF PUBLIC WORKS
BUREAU OF BUILDINGS

Baltimore, Md., September 23, 1931.

Sealed proposals, in duplicate, endorsed: "PROPOSAL FOR RAZING BUILDING KNOWN AS 3421 HARFORD ROAD AND REBUILDING ADJOINING PARTY WALL," and addressed to the Board of Awards of Baltimore City, will be received by Mr. E. H. Beer, City Register, at his office in the City Hall, Baltimore, Md., until 11.00 A. M., (Eastern Standard Time) Wednesday, October 7, 1931.
Each bid must be accompanied by a certified check of the bidder drawn on some clearing-house bank in the amount of ONE HUNDRED DOLLARS ($100.00) and made payable to the Mayor and City Council of Baltimore.
The successful bidder will be required to give bond in the amount of the contract price.
Specifications may be obtained at the office of the Bureau of Buildings, on the first floor of the Municipal Office Building, Baltimore, Md., on and after September 24, 1931.
The Board of Awards reserves the right to reject any or all bids.

W. G. HAMMOND,
Building Engineer.

Approved:

MAYOR HOWARD W. JACKSON,
President, Board of Awards.

CITY OF BALTIMORE
DEPARTMENT OF PUBLIC WORKS
BUREAU OF BUILDINGS

Baltimore, Md., September 23, 1931.

Sealed proposals, in duplicate, endorsed: "PROPOSAL FOR FURNISHING AND INSTALLING NEW STEAM HEATING SYSTEM IN HEALTH DEPARTMENT CLINIC, 1516 MADISON AVENUE," and addressed to the Board of Awards of Baltimore City, will be received by Mr. E. H. Beer, City Register, at his office in the City Hall, Baltimore, Md., until 11.00 A. M., (Eastern Standard Time), Wednesday, October 7, 1931.

Each bid must be accompanied by a certified check of the bidder, drawn on some clearing-house bank in the amount of TWO HUNDRED DOLLARS, ($200.00) and made payable to the Mayor and City Council of Baltimore.
The successful bidder will be required to give bond in the amount of the contract price.
Drawings and specifications may be obtained at the office of the Bureau of Buildings, on the first floor of the Municipal Office Building, Baltimore, Md., on and after September 24, 1931.
Bidders are required to deposit a check for Ten Dollars ($10.00) made payable to the Mayor and City Council of Baltimore, which check will be refunded upon the return of drawings and specifications in good condition.
The Board of Awards reserves the right to reject any or all bids.

W. G. HAMMOND,
Buildings Engineer.

Approved:

MAYOR HOWARD W. JACKSON,
President, Board of Awards.

CITY NOTICE

OFFICE OF THE
COMMISSIONERS FOR OPENING STREETS

Baltimore, September 23, 1931.

The Commissioners for Opening Streets in the City of Baltimore, in accordance with the provisions of the Baltimore City Charter, hereby give notice that they have caused to be made out a detailed statement of all damages awarded, expenses incurred and benefits assessed, together with an explanatory map, in connection with the condemning and opening a triangular portion of Chestnut Hill Avenue, on the south side thereof, from Ellerslie Avenue, westerly 27.98 feet, under Ordinance No. 1192 of the Mayor and City Council of Baltimore, approved December 10, 1930.

The awards and assessments will extend to and embrace a portion of Chestnut Hill Avenue on the south side thereof including the bed thereof, from Ellerslie Avenue westerly 27.98 feet and both sides of Ellerslie Avenue, from Chestnut Hill Avenue southerly 100 feet.

And they hereby give further notice that the aforesaid statement, together with the explanatory map, is ready for the inspection of all persons interested therein, and that the Commissioners will meet at their office in the City Hall on Wednesday the 30th day of SEPTEMBER, 1931, at 11 o'clock A. M., for the purpose of reviewing any of the matters set forth in said statement to which any person claiming to be interested may make objection.

JOHN H. FERGUSON,
GEORGE D. KEITH,
EDMUND BUDNITZ,
Commissioners.

CHAS. KREUDER, JR., Clerk.

Claiborne-Annapolis Ferry Co.

Fall Schedule in Effect Sept. 8, 1931 Daily and Sunday Eastern Stand. Time Between Annapolis and Claiborne		Fall Schedule in Effect Sept. 8, 1931 Daily and Sunday Eastern Stand. Time Between Annapolis and Matapeake	
Leave Annapolis	Leave Claiborne	Leave Annapolis	Leave Matapeake
8.00 A.M.	10.00 A.M	9.00 A.M.	7.25 A.M.
1.00 P.M.	3.00 P.M	11.15 A.M.	10.25 A.M.
5.00 P.M.	7.00 P.M	2.00 P.M.	12.25 P.M.
		4.00 P.M.	3.20 P.M.
		6.00 P.M.	5.20 P.M.
		8.00 P.M.	7.20 P.M.

Baltimore Plants Safety Campaign Successful

THE participants in both the inter-fleet and inter-plant contests of the Baltimore Safety Council made an excellent showing during August.

Ninety-nine Baltimore industrial plants operated during the month with only ninety-seven lost-time accidents.

Fifty-nine of the plants had no accidents. Of the latter, forty-five had no lost-time accident for two consecutive months. Sixty-five of the ninety-nine plants had fewer accidents in August than in July, when an industrial safety contest began.

The ninety-nine plants employed 34,323 persons, a total of 6,026,65 man hours. The fifty-nine with the perfect record employed 12,000 persons for a total of 1,847,000 man hours.

Two fatalities and two permanent disability accidents marred the August records.

The divisional prize winners for the month, all without a lost-time accident, were the Black & Decker Manufacturing Company, the Chesapeake and Potomac Telephone Company and the Regal Laundry.

Only one personal injury accident was reported during August in the inter-fleet contest of the Council.

One hundred and forty-six delivery trucks owned by eight Baltimore department stores operated during the month with only eleven accidents. The trucks, engaged in a safety contest, were driven a total of 166,175 miles.

The contest winner for the month, Hochschild, Kohn & Company, operated 37,013 miles without accident. Stewart & Company operated 24,487 miles without a mishap. Brager, Eisenberg, Inc., operated for 14,700 miles with one accident.

The no-accident fleets numbered fifty-seven vehicles. One fleet of fifteen trucks has operated 51,879 miles with only one accident.

The contest will end December 31.

City Gets Another Industry

ANOTHER big industry is coming to Baltimore.

The three production units of the General Aviation Manufacturing Corporation now operating in different parts of the country will be centralized in this city when the corporation's headquarters are established at the municipal airport.

The corporation is the aircraft manufacturing subsidiary of the General Aviation Corporation, in which the General Motors Corporation owns a large interest. The General Aviation Manufacturing Corporation is engaged in building commercial and military airplanes.

The firm has leased the plant of the Curtiss - Caproni Corporation, which never has been in active operation.

The headquarters and general offices of the parent company will be moved to Baltimore and officials of both companies will live here.

CITY NOTICES

CONDEMNATION AND CLOSING OF A PORTION, 34 FEET WIDE, OF RUSSELL STREET AS CONDEMNED AND OPENED UNDER ORDINANCE No. 664, APPROVED MAY 14, 1926, ALONG THE NORTHWEST SIDE THEREOF FROM ALLUVIAN STREET NORTHEASTERLY 270.76 FEET.

Notice is hereby given that application will be made to the Mayor and City Council of Baltimore for the passage of an ordinance for the condemnation and closing of a portion, 34 feet wide, of Russell Street as condemned and opened under Ordinance No. 664, approved May 14, 1926, along the northwest side thereof from Alluvian Street northeasterly 270.76 feet, the land hereby proposed to be condemned being described as follows:

Beginning for the same at the point formed by the intersection of the northeast side of Alluvian Street, as now laid out 66 feet wide, and the northwest side of Russell Street, 100 feet wide, as condemned and opened under Ordinance No. 664, approved May 14, 1926; and running thence binding on the northwest side of said Russell Street north 40°-38′-50″, east 270.76 feet to intersect the northwest side of Russell Street as formerly laid out 66 feet wide; thence binding on the northwest side of said, last mentioned, Russell Street the two following courses and distances, namely, south 20°-10′-30″, west 82.08 feet and south 44°-38′-50″, west 196.02 feet to intersect the northeast side of said Alluvian Street produced southeasterly; and thence reversing the northeast side of said Alluvian Street so produced and binding thereon northwesterly 34 feet to the place of beginning.

The courses in the above description are all referred to the true meridian established by the City of Baltimore Topographical Survey Commission.

See plat of said portion of said street, as proposed to be condemned and closed, on file in the Office of the Commissioners for Opening Streets, Municipal Office Building.

DEPARTMENT OF PUBLIC WORKS
BUREAU OF HIGHWAYS
MUNICIPAL OFFICE BUILDING

Baltimore, Md., September 8, 1931.

To Whom It May Concern:

Notice is hereby given, in accordance with the provisions of Ordinance No. 739, of 1922, as amended by Ordinance No. 735, of 1929, that this Bureau has completed the assessments against the several lots of ground binding on both sides of the following streets:

Bayonne Avenue, from WBL Harford Road to EBL Hamlet Avenue,

Bosworth Avenue, from WBL Rogers Avenue to WBL Stonington Avenue,

Chesley Avenue, from EBL Elsrode Avenue to WBL Harford Road,

Clover Road, from SBL Ingleside Avenue to NBL Avondale Avenue,

Culver Street, from NBL Old Frederick Road to SBL St. Joseph Street,

Delmont Avenue, from SBL Casadei Avenue to NBL Maudlin Avenue,

Edna Avenue, from NBL Glenmore Avenue to NBL Roselawn Avenue,

Harmony Court, from EBL Highland Avenue to WBL Baylis Street,

Howard Park Avenue, from NBL Liberty Heights Avenue to SBL Haddon Avenue,

Madeira Street, from NBL Eastern Avenue to SBL Bank Street,

Mainfield Avenue, from EBL College Avenue to WBL Grindon Avenue,

Wilmington Avenue, from NBL Washington Boulevard to 475′ ± NW James Street,

Youngstown Avenue, from EBL Carnegie Avenue to Eastern City Line,

for the improvement of said section of streets by this Bureau under the terms and provisions of said ordinance; and that the persons affected thereby are entitled to appeal therefrom by a petition in writing to the Baltimore City Court within thirty days after the date of the first publication of this notice.

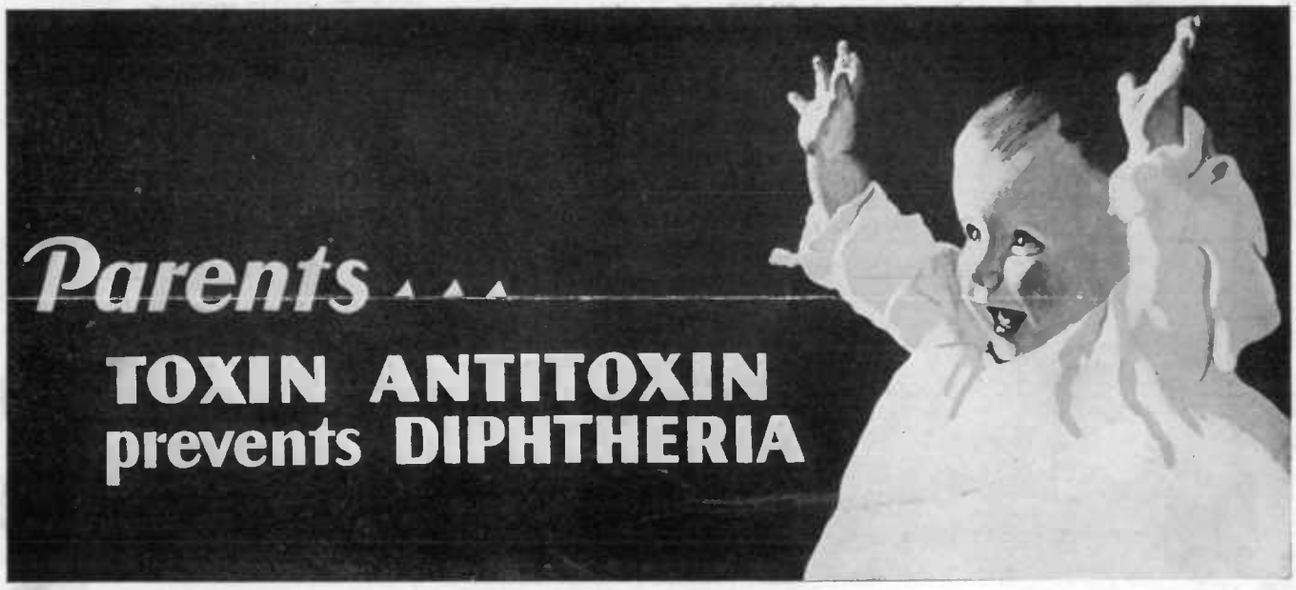
By order of the Bureau of Highways of Baltimore City. NATHAN L. SMITH, Highways Engineer.

CLASSIFIED

Contractors

Chas. J. Spielman
Westport Baltimore, Md.

BALTIMORE



An Old City With A Young Stride

BIDDISON 4-23-41 #93
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (DEPT. ELECTIONS.)

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "Poll Books"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1798-1889 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 92 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Poll Books DEPT. ELECTIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN POLL BOOKS, VARIOUS DATES, NAMES OF VARIOUS VOTERS AND DISTRICTS OF ELECTIONS. ALSO VARIOUS NAMES OF ELECTORS, FOR VARIOUS GOVERNMENT, STATE, AND COUNTY OFFICIALS, ALSO NUMBER OF VOTES EACH ELECTOR RECEIVES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER YEAR AND DISTRICT OF ELECTION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PLAIN SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 APPROX 25 BOOKS IN EACH BOX
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT C 49-TO-64 FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

94

BIDDISON 4-24-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419 DEPT. EDUCATION
(Name of building, room number, street address)

1. Title "PAYROLLS SCHOOL BOARD TEACHERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1932
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLLS SCHOOL BOARD TEACHERS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORD OF PAYROLLS SCHOOL BOARD TEACHERS SHOWS VARIOUS TEACHER'S NAMES, RATE, NET AMOUNT OF PAY. PENSION FUND, MINUS DAYS OF SICKNESS, SHOWS VARIOUS HOURS OF TIME ON DUTY. SHOWS CODE AND CHECK NUMBERS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED SHEET.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 X 17 X 3 APPROX 250
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT E 18
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-5-41 # 95
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CONDTROLLER)

Name of agency or office DEPT. LEGISLATIVE REFERENCE-BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL-MECHANICAL & ELECTRICAL SERVICE-1925-1932"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1932 (INCLUSIVE)
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL MECHANICAL + ELECTRICAL
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MECHANICAL + ELECTRICAL SERVICE PAYROLL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

1931-1932. GIVES VARIOUS NAMES, CLASSIFICATIONS AND RATES PAID PER HOUR. SHOWS NET AMOUNTS AND SPECIAL ALLOWANCE-MINUS + PLUS DEDUCTIONS AND ADVANCES. NO. HOURS ALLOWED DAILY. SHOWS SHEET AND VOUCHER NUMBERS

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VOUCHER NO. AND DATES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 18 x 4 APPROX 2300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT E 1-6 FAYETTE ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-5-41 #96
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEGISLATIVE REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL PARK BOARD 1925-1932"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1932 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 14 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL PARK BOARD 1931-1932
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PARK BOARD PAYROLL 1931. SHOWS VARIOUS DIVISIONS OF PARKS. GIVES VARIOUS NAMES CLASSIFICATIONS, AND RATES OF PAY. GIVES VARIOUS NET AMOUNT. ALSO SHOWS SPECIAL ALLOWANCE, TOTAL HOURS, ALLOWED DAILY. GIVES SHEET NO., VOUCHER NO. AND VARIOUS DATES
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VOUCHER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED ON RULED SHEETS AND PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15X 18 X 4 APPROX 2300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT E 2-7
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#97

BIDDISON 5-6-41
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND DEPT. PUBLIC WELFARE

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "BALTIMORE EMERGENCY RELEIF COMMISSION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1934
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 806 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BALTIMORE EMERGENCY RELEIF COMMISSION
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN B.E.R.C. RECORDS of RELEIF CLIENTS. GIVES NAMES of VARIOUS CASES ON DIRECT RELEIF RECORDS SHOW REPORTS FROM CASE WORKERS, AMOUNTS, ALLOWED TO EACH CLIENT. FOR RENT-CLOTHING FUEL, MEDICINE AND ETC
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS NAMES of CLIENTS 1-806
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE ALSO BY VARIOUS NUMBERS ON EACH BOX
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN AND HANDWRITTEN
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 APPROX 40 FOLDERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH BOX

11. Location by dates and quantities 14-15-(ENTIRE)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) GUILFORD AVE-SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-6-41 # 98
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)
CENTRAL PAYROLL BUREAU

1. Title "PAYROLLS GENERAL MISCELLANEOUS 1924-1932"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1924-1932 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 28 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLLS GENERAL MISCELLANEOUS 1932
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PAYROLLS GENERAL MISCELLANEOUS. GIVES
(Purpose and general nature of record. Principal items of information
VARIOUS NAMES OF CITY WORKERS OF VARIOUS DEPARTMENTS
shown. Summary of forms used in making record, their headings, etc. If a very
SHOWS SALARIES-DETAIL AND RECAPITULATION VOUCHER
general or miscellaneous record, detailed information as to type of records
SHEET. SHOWS PAY RATE, CLASSIFICATIONS ALSO CHECK NO.
contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF PAY PERIOD
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 18 x 4 APPROX 250
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT E 27-32-37-42
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5/6/41 #99
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEGISLATIVE REFERENCE BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1892-1932"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1892-1932
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 800 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS-
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1892-1932. SHOWS VARIOUS VOUCHERS FOR PURCHASES MADE BY VARIOUS CITY DEPARTMENTS. GIVES DATE of INVOICE, AMOUNT AND NAMES of DEPT. AND CONCERNS. VOUCHER NUMBER ALSO NAMES of PERSONS WHO INSPECTED AND PASSED FOR PAYMENT ALSO CHIEF of DISBURSEMENTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT HEAD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16x 5 x 10 1/2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities ROOM 16 (ENTIRE)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT- GUILFORD AVE SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON. 5-7-41 #100
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CASH RECEIPTS 1917-1924"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1917-1924
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 75 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH RECEIPTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN CASH RECEIPTS 1917-1924 FROM VARIOUS CITY DEPARTMENTS. GIVES VARIOUS DATES AND AMOUNTS OF RECEIPTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY IN BUNDLES BY VARIOUS DATES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HAND WRITTEN ON PRINT FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 APPROX 50 BUNDLES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH BOX

11. Location by dates and quantities ROOM 17 (ENTIRE)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT GUILFORD AVE SIDE

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON-EMIG 5-7-41 101
(Worker's full name) (Date) (Form identification number)

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DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1933-1934"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933-1934
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 420 PASTEBOARD BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1933-1934. SHOWS VOUCHERS OF PURCHASES FROM VARIOUS CONCERNS. GIVES VARIOUS DATES AND AMOUNTS. PURCHASES BY VARIOUS CITY DEPTS. ALSO GIVES VOUCHER NUMBERS AND NAMES OF CHIEF OF DISBURSEMENT SIGNED TO VOUCHERS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER OF VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 1/2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities ROOM 17 (ENTIRE -)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT - GUILFORD AVE SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

#

BIDDISON-ENIG 5-12-41 102
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY COLLECTOR)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "REAL PROPERTY - TAX LEDGERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU - RECEIPTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN REAL PROPERTY TAX LEDGERS 1925
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

GIVES VARIOUS NAMES, ADDRESS, DATE, WARD, SECTIONS IN CITY ETC.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER ON BOX
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 APPRO. 50 LEDGERS IN EACH BOX
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT- INNER ALCOVE CENTER OF BUILDING
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON-ENIG 5-12-41 #103
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (PEOPLES COURT)

Name of agency or office DEPT. LEG. REFERENCE. BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "COMPLAINT IN SUMMARY EJECTMENT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1933-1939 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 332 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling COMPLAINT IN SUMMARY EJECTMENT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINT IN SUMMARY EJECTMENT. GIVES VARIOUS DATES, NAMES AND ADDRESS OF OWNER AND TENNANT OF PROPERTY. GIVES SUMMONS. NUMBER AND DATE TENNANT WAS EJECTED. GIVES TOTAL AMOUNT DUE, ISSUED BY PEOPLES COURT OF BALTO. CITY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER SUMMONS NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 1/2 APPROX 350
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) SUMMONS IN EACH BOX

11. Location by dates and quantities BASEMENT- INNER-ALCOVE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CENTER of BUILDING

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON-EMIG 5-13-41 #104
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "TAX LEDGERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1798-1914 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1325 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TAX LEDGERS COLLECTORS OFFICE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORDS OF TAX LEDGERS. GIVES VARIOUS NAMES, STREETS, SHOWS IF LOTS ARE IMPROVED BY DWELLINGS, ASSESSMENT AND VARIOUS RATES. AND DATES. 1798-1914 INCLUSIVE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER NAMES AND NUMBERS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 12 x 5 500
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT OUTER ALCOVE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CENTER OF BUILDING

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON-EMIG 5-13-41 #105
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS 1900-1930"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1900-1930 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3000 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS -
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS 1900-1930. SHOWS VOUCHERS OF PURCHASES FROM VARIOUS CONCERNS BY VARIOUS CITY DEPARTMENTS. GIVE VARIOUS DATES AND AMOUNTS. ALSO GIVES VOUCHER NUMBERS AND NAME OF CHEF OF DISBURSEMENT SIGNED TO VOUCHERS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER of VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 5 x 10 1/2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) VOUCHERS IN EACH BOX

11. Location by dates and quantities ROOM 26 ENTIRE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) BASEMENT LEX + HOLLIDAY STS

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON-EMIG 5-14-41 #106
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "TAX COLLECTORS OFFICE ANNUAL ROLL, REAL ESTATE LEDGERS"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1915-1921
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 355 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BUREAU RECEIPTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORDS OF TAX LEDGER 1915-1921. GIVE VARIOUS DISTRICTS AND WARDS OF BALTO. CITY. ALSO GIVES VARIOUS NAMES OF OWNER, STREET, LOT NUMBER, STREET NO. SIZE OF LOT EXEMPT FROM STATE TAXES. ALSO GIVES ASSESSED LAND AND IMPROVEMENT VALUE, AND TOTAL CITY AND SUBURBAN LAND AND IMPROVEMENT RATES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER WARD AND SECTION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18 x 19 x 2 APPROX 100 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH BOX

11. Location by dates and quantities BASEMENT - ALCOVE - OUTER CENTER - BUILDING
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON - [illegible] 5-14-41 #107
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title 'PAYROLLS STREET CLEANING'
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1932 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 22 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLLS STREET CLEANING - BUREAU OF STREET CLEANING
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PAYROLL STREET CLEANING 1931-1932. GIVES VARIOUS NAMES, CLASSIFICATIONS, AND RATES. SHOWS HOURS AND DAYS WORKED. ALSO NET AMOUNT OF PAY. PLUS AND MINUS SPECIAL ALLOWANCES, DEDUCTIONS AND ADVANCES. ALSO GIVES NAME OF DISBURSING CHIEF OF BUREAU. -
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER MONTH of PAYROLL SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15X17 1/2X3 APPROX 500
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT E 33-38
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CONTROL ACCTS. FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5/15/41 #108
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLLS SEWERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1932
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 12 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLLS SEWERS. BUREAU of SEWERS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PAYROLLS of BUREAU of SEWERS 1925-1932
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

GIVES VARIOUS NAMES, CLASSIFICATIONS AND RATES. SHOWS HOURS AND DAYS WORKED. ALSO NET AMOUNT of PAY. PLUS AND MINUS SPECIAL ALLOWANCES DEDUCTIONS AND ADVANCES. ALSO SHOWS NAME of DISBURSING CHIEF of BUREAU

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER MONTH of PAYROLL SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT. SHEET
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 17 1/2 x 3 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT E 21-26
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CONTROL-ACCTS FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-15-41 #109
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND (COMPTROLLER

Name of agency or office DEPT. LEG. REFERENCE BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL BUREAU OF HIGHWAYS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1931
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 12 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL BUREAU OF HIGHWAYS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PAYROLL BUREAU of HIGHWAYS 1925-1931
(Purpose and general nature of record. Principal items of information GIVES VARIOUS NAMES, CLASSIFICATIONS AND RATES.
shown. Summary of forms used in making record, their headings, etc. If a very SHOWS HOURS AND DAYS WORKED. ALSO NET AMOUNT
general or miscellaneous record, detailed information as to type of records of PAY: PLUS AND MINUS SPECIAL ALLOWANCE,
contained and dates covered by each should be given. Unless contents of these DEDUCTIONS AND ADVANCES, ALSO NAME of BUREAU
records are described by other Forms 12-13HR, such forms should be filled out CHIEF of DISBURSING
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER MONTH OF PAYROLL SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 17½ 3 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT E 5-11-16
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CONTROL-ACCTS FAYETTE ST SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-15-41 #110
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLL ENOCH PRATT LIBRARY 1930-1931-1932
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1930-1932 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL ENOCH PRATT LIBRARY 1930-1932
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAYROLL-ENOCH PRATT LIBRARY 1930-1932
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)
GIVES VARIOUS NAMES, CLASSIFICATIONS, RATES AND AMOUNT PAID. SHOWS PENSION FUND, MINUS SICKNESS AND PLUS SPECIAL ALLOWANCES. ALSO SHOWS TOTAL DAYS AND TIME ON DUTY, AND VARIOUS CHECK NO.'S ALSO NAME OF DEPT. HEAD SIGNED AS APPROVED OK AND DISBURSING CHIEF'S NAME SIGNED TO PAYROLL

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF PAYROLL
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 17½ x 5 APPROX 600
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT E 38-43 FAYETTE ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-16-41 #111
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (COMPTROLLER)

Name of agency or office DEPT. LEG. REFERENCE. BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419 (DEPT. EDUCATION)
(Name of building, room number, street address)

1. Title "PAYROLL SCHOOL BOARD TEACHERS 1925-1930"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1930 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLL SCHOOL BOARD TEACHERS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN PAYROLL SCHOOL BOARD TEACHERS
(Purpose and general nature of record. Principal items of information
1925-1930. GIVES VARIOUS NAMES, CLASSIFICATIONS
shown. Summary of forms used in making record, their headings, etc. If a very
RATE AND AMOUNT PAID. SHOWS PENSION FUND,
general or miscellaneous record, detailed information as to type of records
MINUS SICKNESS AND PLUS SPECIAL ALLOWANCES.
contained and dates covered by each should be given. Unless contents of these
SHOWS TOTAL DAYS AND TIME ON DUTY. ALSO
records are described by other forms 12-13HR, such forms should be filled out
NUMBER ON VARIOUS CHECKS. ALSO CHIEF of DISBURSEMENTS
and attached)
NAME SIGNED TO PAYROLL.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE of PAYROLL SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON PRINT SHEET
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 17½ x 5 APPROX 600
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT E 3-8-13
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) CONTROL-ACCTS FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-16-41 #112
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND COMPTROLLER

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAYROLLS ELECTIONS, JUDGES ECT. BALTO. SYMPHONY ORCHESTRA"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1927-1928
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES BUREAU PAYROLL
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAYROLLS ELECTIONS, JUDGES ECT. BALTO. SYMPHONY ORCHESTRA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORD OF SERVICE OF REGISTRATION OFFICERS, JUDGES AND CLERKS AND ROOM RENTS. GIVES VARIOUS WARDS AND PRECINTS. GIVES VARIOUS NAMES AND ADDRESSES ALSO VARIOUS AMOUNTS PAID. ALSO GIVES NAMES + ADDRESS OF VARIOUS MUSICIANS INSTRUMENTS THEY USE AND NET AMOUNT OF PAY.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER CHECK NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 x 17 1/2 x 3 APPROX 250
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities BASEMENT E 26
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) FAYETTE ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-16-41 #113
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE-BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS PAID"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1920-1927 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 82 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS PAID
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN VOUCHERS PAID 1920-1927 INC.
(Purpose and general nature of record. Principal items of information VOUCHERS OF PURCHASES FROM VARIOUS CONCERNS shown. Summary of forms used in making record, their headings, etc. If a very MADE BY VARIOUS CITY DEPARTMENTS. GIVES VARIOUS general or miscellaneous record, detailed information as to type of records DATES AND AMOUNTS OF VOUCHERS. ALSO GIVES VARIOUS contained and dates covered by each should be given. Unless contents of those VOUCHER NUMBERS AND NAME OF DISBURSING CHIEF records are described by other Forms 12-13HR, such forms should be filled out SIGNED TO VOUCHERS. ALSO DATE STAMPED PAID. and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER VOUCHER NUMBER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4 1/2 x 10 1/2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of VOUCHERS IN EACH BOX pages or documents)

11. Location by dates and quantities 28 BASEMENT (CITY REGESTER ROOM)
(Room, vault, wall--N.E.S.W., section, bin, shelf, HOLIDAY ST. SIDE cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ — MAY-16-1941 — #114
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEG-REFERENCE BUREAU OF ARCHVE
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-419- CITY REGISTER
(Name of building, room number, street address)

1. Title "CANCELLED CHECKS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1917 TO 1926 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 209 BOXES AND 15 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CANCELLED CHECKS 1917-1926 INC CITY REGISTER
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CHECKS DRAWN ON VARIOUS BANKS BY THE MAYOR AND CITY COUNCIL OF BALTIMORE. FOR VARIOUS DEPARTMENTS VARIOUS NAMES ADDRESSES DATES AMOUNTS AND CHECK NUMBERS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER CHECK NUMBERS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4½ x 10½ APPROX 1700
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) CHECKS TO EACH BOXE AND BUNDLE

11. Location by dates and quantities CITY REGISTER ROOM #28 BASEMENT HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ MAY-16-1941 #115
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEG-REFERENCE BUREAU OF ARCHVE
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419 CITY-REGISTER
(Name of building, room number, street address)

1. Title "CHECKS INTEREST"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1918 TO 1923 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 56 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CHECKS-INTEREST 1918 TO 1923 INC CITY REGISTER
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CHECKS DRAWN ON VARIOUS BANK BY THE MAYOR AND CITY COUNCIL OF BALTIMORE FOR VARIOUS IMPROVEMENT LOANS SUCH AS-WATER-SCHOOL-PAVING-AND ETC
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER CHECK NUMBERS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN- ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4 1/2 - 10 1/2 APPROX 1700
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CHECKS TO EACH BOX -

11. Location by dates and quantities CITY REGISTER ROOM - #28 BASEMENT HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ MAY 16-1941 #116
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office LEG-REFERENCE BUREAU OF ARCHVE
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-419-CITY REGISTER
(Name of building, room number, street address)

1. Title "CERTIFIED CHECK RELEASES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1923
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOX - 1000 RELEASES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA NO 1.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents SEE ADDENDA NO. 2
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4½ - 10½
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities CITY REGISTER ROOM #28 BASEMENT HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

ITEM-NO4
LABELING.

SERIAL NO 116
ADDENDA NO. 1

All markings on outside of vols. or f.d.	Dates covered in vol. f.d. Box	Arrangement	Indexing	Writing
CERTIFIED CHECK RELEASER	1923	CHRONOLOGICALLY BY DATE	NONE	HANDWRITTEN PRINTED FORM

Total no. of ~~vols. or f.d.'s~~ BOXES 1
Average no. of pages _____ Size: largest
Estimated no. of papers 1770 smallest

ITEM - NO 6
CONTENTS CONT'D

SERIAL NO
ADDENDA NO 2

"CERTIFIED CHECK RELEASES"

CITY COMPTROLLER'S OFFICE

BALTIMORE JAN 31 - 1923

TO THE CITY REGISTER:

THE BOND AND COTRACT OF J. HENRY MILLER INC
WITH INS. OF BLDGS. 1/10/23 HAS BEEN APPROVED AND FILED
WITH THIS DEPARTMENT FOREST PK HIGH SCHOOL

E. A. CHILD (FOR CITY COMPTROLLER)

CERTIFIED CHECK FOR $20,000 RETURNED

BIDDISON 5-19-41 #117
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PENSION FUND CHECKS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1922-1926 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 PASTEBOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CHECKS PENSIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN CANCELED PENSION CHECKS FROM BALTO. CITY PENSION FUND. GIVES VARIOUS NAMES AND ADDRESSES DATES AND AMOUNT PAID.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement NUMERICALLY UNDER NUMBER ON VARIOUS CHECKS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4 1/2 10 1/2 APPROX 1500
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CHECKS IN EACH BOX

11. Location by dates and quantities CITY REGISTER 28 BASEMENT
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
HOLLIDAY ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-19-41 #118
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "INVESTIGATION REPORT FOR NORTHEAST SR. AND JR. HIGH SCHOOL CORRESPONDENCE BOARD AWARDS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1923
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 PASTE BOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INVESTIGATION REPORT FOR NORTHEAST SR AND JR. HIGH SCHOOL CORRESPONDENCE BOARD AWARDS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN INVESTIGATION REPORTS FOR NORTHEASTERN SR. AND JR. HIGH SCHOOL CORRESPONDENCE BOARD OF AWARDS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE of CORRESPONDENCE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT HEADS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 10 1/2 APPROX 100
(Of record or container. Height, width, thickness or depth. Average number of CORRESPONDENCE TO EACH BOX pages or documents)

11. Location by dates and quantities 28 CITY REGISTER BASEMENT HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/19/41 #119
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT-LEG REFERENCE BUREAU OF ARCHIVE (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "RECEIPT WARRANTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1920-1927
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RECEIPT WARRANTS. 1920-1927
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents RECEIPT WARRANTS: RECEIPT WARRANT NUMBERS. NAME OF COMPTROLLER. VARIOUS AMOUNTS. AUDITED TO GENERAL REVENUE RECEIPTS AND SIGNATURE OF DEPUTY COMPTROLLER.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY BY DATE OF RECEIPT WARRANT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 13 X 10 1/4 APPOX 300 TO A BOX
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/19/41 #120
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE BUREAU OF ARCHIVE (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "CORRESPONDENCE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1910-1921
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CORRESPONDENCE 1910-1921
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CORRESPONDENCE; CORRESPONDENCE OF VARIOUS CITY DEPT.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATES
(Chronologically--by what?/Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13-10 1/4 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) TO A BOX

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION-GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/19/41 #121
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office DEPT LEG. REFERENCE BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "ELECTION CHECKS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1920.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling (ELECTION CHECKS 1920
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents (ELECTION CHECKS) CHECKS ISSUED TO JUDGES - CLERKS AND FOR ROOM - RENTS FOR THE REGISTRATION AND ELECTION DAYS ALSO NAMES AND ADDRESSES OF PAYEES
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement NUMERICALLY BY DATE OF CHECKS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPEWRITTEN ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 - 4½ x 11 APPROX 1500
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) CHECKS TO A BOX

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/20/41. #122
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "INTEREST ON FUNDED DEBT"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1909 TO 1922
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INTEREST ON FUNDED DEBT (CITY REGISTER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents INTEREST ON FUNDED DEBT = MONEY DEPOSITED IN VARIOUS BANK TO PAY INTEREST ON FUNDED DEBT. 1909 TO 1922 INC
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN, ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9½ x 6 x 1½ 1 Box (17 Books)
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
APPROX 100 PAGES TO EACH BOOK

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/20/41 #123
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES (CITY REGISTER
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "BANK DEPOSITS RECONCILATION BOOKS"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1914 TO 1920 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 30 BANK BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BANK DEPOSITS RECONCILATION BOOKS (CITY REGISTER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents BANK DEPOSIT RECONCILATION BOOKS - SHOW VARIOUS BANKS
(Purpose and general nature of record. Principal items of information
DATE NUMBER AND AMOUNTS
shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN - ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 9½ x 6 x 1½
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT ROOM #28 (CITY REGISTER) HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOODS
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/20/41 #124
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "JOURNAL"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905 TO 1909 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL (CITY REGISTER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents JOURNAL - SHOWS VARIOUS SINKING FUNDS OF VARIOUS YEARS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

DATE CASH BOOK AND LEDGER FOLIOS AND AMOUNTS

6. Contents--continued

7. Arrangement CHRONOLOGICAL BY DATE ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HAND WRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 10 1/4 X 1 325 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-20-41 #125
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE. BUREAU of ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "TRANSCRIPTS STOCK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1919-1925 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 PASTE BOARD BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TRANSCRIPTS STOCK
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents TRANSCRIPTS STOCK 1912-1915. of VARIOUS BALTO CITY LOANS of VARIOUS YEARS AND AMOUNTS AND SHARES. Also GIVES VARIOUS NAMES of PERSONS WHO PURCHASED STOCK AND Also VARIOUS NAMES of INVESTMENT BROKERS IN WHOSE HANDS TRANSACTIONS WERE DONE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF TRANSCRIPT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 4 1/2 x 11 APROX 300 IN EACH BOX
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 28 CITY REGISTER BASEMENT HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-20-41 #126
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CORRESPONDENCE"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates (1889-1905) (1916) (1907)
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 PASTEBOARD BOX
(Number of volumes; filo drawers; file boxes; bundles; other)

4. Labeling CORRESPONDENCE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN CORRESPONDENCE, COMMISSIONER of FINANCE 1899-1905, CITY REGISTER 1916, RECORD of STREETS PAVED 1907
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF CORRESPONDENCE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT HEAD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 13 x 11 1/2 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER) HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-20-41 #127
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT LEG. REFERENCE, BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL, ROOM 419
(Name of building, room number, street address)

1. Title "INDEX ORDINANCES + RESOLUTIONS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905-1920 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INDEX ORDINANCES + RESOLUTIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN INDEX ORDINANCES + RESOLUTIONS 1905-1920 GIVES NAMES OF VARIOUS ORDINANCES ALSO GIVE VARIOUS DATES APPROVED
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS DATE OF ORDINANCE AND RESOLUTIONS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 11 X 1 1/2 APPROX 125
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER) HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES NEILHOLTZ 5/21/41 #128
(Worker's full name) (Date) (Form identification number)

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~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVE (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "PETTY CASH BOOK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1914 TO 1917 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PETTY CASH BOOK CITY REGISTER 1914 TO 1917 INC
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PETTY CASH BOOK: SHOWS DATES AND AMOUNTS: GENERAL EXPENSES GIVES NAMES OF VARIOUS FIRMS - VARIOUS DEPTS AND AMOUNTS OF SAME
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

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6. Contents—continued

7. Arrangement ALPHABETICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF-CONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15½ X 12 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 350 PAGES TO A VOLUME

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/21/41 #129
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG REFERENCE BUREAU ARCHIVE (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "LOAN LEDGER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905 - 1908 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LOAN LEDGER CITY REGISTER 1905 - 1908 INC
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LOAN LEDGER: SHOWS VARIOUS AMOUNTS OF APPROPRIATIONS FOR VARIOUS LOANS; CASH USED FOR VARIOUS LOANS - GIVES DATES AND AMOUNT AND YEARS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18 X 12 X 2 225 PAGES TO
(Of record or container. Height, width, thickness or depth. Average number of THE VOLUME BUT ONLY 125 PAGES USED pages or documents)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAYSTSIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KELLHOLTZ — Jan/41 — #130
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES. (CITY REGISTER
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "CASH BOOK"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905-1914 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH BOOKS DEPARTMENT OF FINANCE 1905-1914 INC
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CASH BOOK = SHOWS DATES-FOLIO VARIOUS SINKING FUNDS
(Purpose and general nature of record. Principal items of information GIVES YEAR OF LOAN SINKING FUNDS RATE OF INTEREST AND AMOUNTS shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLGICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN - ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 X 14 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 300 PAGES TO A VOLUME

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-21-41 # 131
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CASH RECEIPTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1915-1919-1922 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH RECEIPTS CITY REGISTER
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECEIPTS FROM VARIOUS CITY DEPT. GIVES VARIOUS DATES, RECEIPT WARRANT NO. TOTAL CASH RECEIVED, REVENUE FUND, CURRENT YEAR, LOAN FUND ACCOUNTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE of RECEIPTS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 1/2 x 16 x 1 APPROX 100
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~) IN VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-21-41 #132
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE-BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CHECK RECORD"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1915-1922 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 51 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling WARRANT CHECK RECORD
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN WARRANT CHECK RECORD 1915-1922 ON VARIOUS BANKS. GIVES VARIOUS DATES, NUMBERS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

ALSO VARIOUS NAMES of PAYEES, AND VARIOUS AMOUNTS ON VARIOUS BANKS.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF CHECK RECORD
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 x 10 1/2 x 2 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities 28 BASEMENT - (CITY REGISTER) HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-21-41 #133
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE-BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "STREET LEDGER"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905-1912 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling STREET LEDGER CITY REGISTER
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN STREET LEDGER 1905-1912 INC.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

GIVES VARIOUS NAMES OF CITY STREETS PAVED DATES AND AMOUNTS OF COST.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER VARIOUS NAME OF STREETS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELFCONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 18 X 12 X 2 APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~) IN VOLUME

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-22-41 #134
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "LEDGER HARFORD RUN LOAN 1920"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1880-1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER (A) HARFORD RUN LOAN 4% 1920.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN LEDGER (A) 4% HARFORD RUN LOAN,
(Purpose and general nature of record. Principal items of information AUTHORIZED BY ORDINANCE, APPROVED OCT 11, 1879.
shown. Summary of forms used in making record, their headings, etc. If a very SHOWS, VARIOUS DATES, NAMES OF BOND HOLDERS
general or miscellaneous record, detailed information as to type of records ALSO VARIOUS AMOUNT OF LOANS AND JOURNAL
contained and dates covered by each should be given. Unless contents of these FOLIOS.
records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 11 x 1 350 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) only 110 PAGES USED

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-22-41 # 135
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND

Name of agency or office DEPT. LEG. REFERENCE-BUREAU ARCHIVES (CITY REGISTER)
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CASH PAYMENTS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1915-1922 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH PAYMENTS (CITY REGISTER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN CASH PAYMENT RECORDS 1915-1922 INC
(Purpose and general nature of record. Principal items of information GIVES VARIOUS AMOUNTS PAID FIRMS BY VARIOUS
shown. Summary of forms used in making record, their headings, etc. If a very CITY DEPARTMENTS AND CHARGED TO VARIOUS
general or miscellaneous record, detailed information as to type of records LOAN FUND ACCOUNTS. GIVES COMPTROLLER WARRENT NO.
contained and dates covered by each should be given. Unless contents of these WARRANT CHECK NO. TOTAL CASH PAID, REVENUE FUND
records are described by other Forms 12-13HR, such forms should be filled out AND CURRENT YEAR. ALSO GIVES YEAR AND DATE.
and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF PAYMENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT HEAD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 20 x 17 x 3 APPROX 350
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-22-41 H-126
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "JOURNAL HARFORD RUN IMPROVEMENT LOAN 1920"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1880-1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL (A) HARFORD RUN IMPROVEMENT LOAN: (CITY REGISTER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORD JOURNAL HARFORD RUN IMPROVEMENT LOAN 1920. GIVES VARIOUS DATES, FOLIO OF LEDGER, NAMES of TRANSFERRES. NO. of VARIOUS CERTIFICATE ISSUSED AND AMOUNTS. REDEEMABLE AFTER JAN-1-1920
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 11 x 1 APPRO 175
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN VOLUME

11. Location by dates and quantities 28- BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/22/41 #137
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT- LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody
(Name of building, room number, street address)

1. Title "LEDGER PATTERSON PARK EXTENSION LOAN 1920"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1915 TO 1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Vol
(Number of volumes; filo drawers; file boxes; bundles; other)

4. Labeling LEDGER (A) PATTERSON PARK EXTENSION LOAN 1920 (1915-1920)
(Explain fully; years; numbers; lettors; number of records so labelod)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LEDGER SHOWS: NAMES OF BOND HOLDER, DATE AMOUNT JOURNAL FOLIOS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellanoous record, detailed information as to typo of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF BOND HOLDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 10½ X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
100 PAGES TO VOLUME 1 PAGE USED

11. Location by dates and quantities BASEMENT ROOM #28 CITY RIGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KELLHOLTZ 5/22/41 #138
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM - #419
(Name of building, room number, street address)

1. Title "JOURNAL PATTERSON PARK EXT. LOAN 1920"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1883 TO 1920 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL (A) PATTERSON PARK EXT. LOAN 1920 1883 - TO 1920 INC
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents JOURNAL - SHOWS REDEEMABLE OCT - 1920 DATE - LEDGER FOLIO NAMES OF TRANSFERREES NUMBER OF CERTIFICATE ISSUED TOTAL AMOUNT TRUST FUNDS FOR ENOCH PRATT LIBRARY AUTHORIZED BY ORDINANCE NO 120 APPROVED OCT 19 - 1882
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF BOND HOLDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HAND WRITTEN ON RULED SHEET
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 10 1/4 X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 100 PAGES BUT ONLY 1 PAGE USED

11. Location by dates and quantities BASEMENT ROOM - #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/22/41 #139
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT- LEG- REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "JOURNAL PAVING LOAN 1920"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1887 - 1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL (A) PAVING LOAN 1882-1920
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAVING LOAN - SHOWS - DATE FOLIO OF LEDGER NAMES OF TRANSFERREES NUMBER OF CERTIFICATES CANCELLED TOTAL AMOUNT AND VARIOUS NAMES OF BOND HOLDERS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF BOND HOLDERS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 11 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 300 PAGES 11 PAGES USED

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARSLES KEILHOLTZ 5/23/41 #140
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE BUREAU ACHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title CASH INTEREST ON FUNDED DEBT
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1909-1915 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH INTEREST ON FUND DEBT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents FUNDED DEBT- SHOWS DATE OF VARIOUS LOANS PERCENTAGE DUE DATES OF LOANS AND AMOUNTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 10½ X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
300 PAGES. 41 PAGES USED

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES WEILHOLTZ 5/23/41 #141
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title LEDGER PAVING LOAN 1920
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1887-1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER (A) PAVING LOAN-1887-1920
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PAVING LOAN - SHOWS NAMES OF BOND HOLDERS DATES AMOUNT AND JOURNAL FOLIOS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF BOND HOLDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 11 X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
300 PAGES 28 PAGES USED

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 7/23/41 #142
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "JOURNAL UNDER GROUND CONDUITS LOAN-1922"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1922
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL (A) 3½ PERCENT UNDERGROUND CONDUITS LOAN 1899-1922
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents UNDER GROUND CONDUITS LOAN: SHOWS DATE-LEDGER FOLIO, NAMES OF TRANSFERREES NUMBER OF CERTIFICATES CANCELLED TOTAL AMOUNTS AND VARIOUS NAMES OF BOND HOLDERS REDEEMABLE JAN. 1922 ISSUED BY VIRTURE OF ORDINANCE #120 APPROVED JULY 25-1896
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents—continued

7. Arrangement CHRONOLOGICALLY BY NAME OF BOND HOLDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 11 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 200 PAGES (19 PAGES USED)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-23-41 # 143
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "MINUTES - BOARD OF AWARDS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1910-1922 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 13 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MINUTES BOARD OF AWARDS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MINUTES OF BOARD OF AWARDS 1910-1922
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

SHOWS VARIOUS PROPOSALS AND BIDS FOR VARIOUS CITY IMPROVEMENTS ALSO GIVES VARIOUS DATES OF MEETINGS AND NAMES ON BOARD.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE of VARIOUS-MINUTES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN ON RULED-AND PRINT HEADS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 1/2 x 15 x 5 APPROX 250
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information VOLUMES IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-23-41 # 144
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "INTEREST ON FUNDED DEBT CARBON COPY of CHECKS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates JAN-1915-DEC 1915 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INTEREST ON FUNDED DEBT CARBON COPY of CHECKS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN INTEREST ON FUNDED DEBT CARBON COPY of CHECKS. SHOWS NUMBER of CHECK. GIVES VARIOUS NAMES of PAYEES AND VARIOUS AMOUNT FOR 6 MONTH'S INTEREST TO DATE ON VARIOUS LOANS ON VARIOUS BANKS. SIGNED BY CITY REGISTER.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER DATE OF CHECK
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 x 11 x 5 APPROX 1000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) CHECKS IN EACH BOOK

11. Location by dates and quantities 28 BASEMENT: (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-23-41 #145
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVE
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "MINUTES of BOARD of AWARDS"
(Give present/full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates NOV 1-1901 - JAN 1910 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RECORD -
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MINUTES of BOARD of AWARDS 1901-1910
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

RECORD of MINUTES of VARIOUS MEETINGS of BOARD HELD ON VARIOUS DATES. GIVES NAME of CITY COMPTROLLER CITY REGISTER AND COLLECTOR ALSO SECRETARY.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER NAME of VARIOUS DEPTS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED AND HANDWRITTEN
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15½ x 10½ x 2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-2641 # 146
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU OF ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "LEDGER CITY RENTS 1882-1907"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1882-1907
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER GROUND RENTS. DEPT. FINANCE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN LEDGER CITY RENTS 1882-1907. GIVES VARIOUS NAMES OF RENTERS. SHOWS LOT AND STREET NUMBERS. ANNUAL RENTAL AND PAYABLE DATES. SHOWS VARIOUS DATES AND AMOUNTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER NAME OF RENTER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12 x 11 x 2 APPROX 200
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-26-41 #147
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "MINUTES - BOARD of FINANCE MARCH 2 - OCT 1 - 1900"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates MARCH 2 - OCT 1 1900
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RECORD BOARD of FINANCE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN MINUTES of MEETINGS of BOARD of FINANCE HELD ON VARIOUS DATES. GIVES NAMES of CITY COMPTROLLER, CITY REGISTER, AND COLLECTOR of WATER RENTS AND LICENSES ALSO SECRETARY NAME
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF MEETING
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing TYPED
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15½ x 10 x 1 300 PAGES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) ONLY 4 PAGES USED.

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-26-41 #148
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "CASH CITY RENTS 1871-1897
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1871-1897
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CASH BOOK CITY RENTS. J.A. ROBB
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAINS CASH BOOK CITY RENTS. GIVES VARIOUS NAMES OF RENTERS, DATES AND AMOUNTS OF RENTS PAID TO CITY
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS DATES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 13 x 8 x 1 APPROX 400
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/26/41 #149
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "LEDGER" CITY REGISTER
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1905 TO 1913 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER COMM FINANCE 1905 TO 1913 INC
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LEDGER: SHOWS VARIOUS YEARS SINKING FUNDS VARIOUS AMOUNTS AND VARIOUS AMOUNTS OF CITY PERCENTAGES STOCK CASH USED FOR VARIOUS LOANS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY NAMES OF VARIOUS LOANS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN- RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 17 X 14 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 200 PAGES TO THE VOLUME

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 7/26/41 #150
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE-BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody
(Name of building, room number, street address)

1. Title LEDGER 3½ PERCENT UNDERGROUND CONDUITS LOAN. 1922
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1920
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER UNDER GROUND CONDUIT LOAN. 1889-1920
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents UNDERGROUND CONDUIT. SHOWS NAMES OF BOND HOLDERS DATE AND AMOUNT JOURNAL FOLIO
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF BOND HOLDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN- ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 11 X 2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
500 PAGES (2 PAGES USED)

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ. 5/26/41 #151
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY. State MARYLAND. CITY REGISTER

Name of agency or office DEPT-LEG REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419.
(Name of building, room number, street address)

1. Title "LEDGER LOANS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1916-1924
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER- 1916-1924
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LOANS = SHOWS VARIOUS DATES - JOURNAL FOLIO NUMBER, CASH USED AGAINST VARIOUS LOANS FOR VARIOUS CITY DEPARTMENTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY LOANS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15"x 10"x 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
300 PAGES EACH VOLUME

11. Location by dates and quantities BASEMENT ROOM #18 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-27-41 #152
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "LEDGER CITY RENTS. 1871-1881"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1871-1881 INC.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER CITY RENTS. J.A. ROBB
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN LEDGER CITY RENTS 1871-1881. GIVES VARIOUS NAMES OF RENTERS. ALSO GIVES DATE AND AMOUNT OF ANNUAL RENTS. GIVES LOT AND STREET NUMBER, ALSO SHOWS VARIOUS AMOUNT INTEREST PAID ON PAST-DUE RENTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER RENTER'S NAME
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY UNDER RENTER'S NAME
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 13 x 8 x 1 APPROX 400
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information VOLUME IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-27-41 #153
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

[redacted] BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "RESOLUTIONS AND ORDINANCES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1920-1923 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RESOLUTIONS AND ORDINANCES
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents RESOLUTIONS AND ORDINANCES.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

SEE ADDENDUM.

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY UNDER VARIOUS NAMES of RES-ORD.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED ALPHABETICALLY
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16½ x 12 x 1 Approx 75
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON ADDENDUM 153

5/27/41 NO.

1920-1923 ITEM 6

RESOLUTIONS-ORDINANCES

BALTO-OHIO RAILROAD COMPANY; PERMISSION TO ERECT AND CONSTRUCT AN OFFICE BUILDING, 3 STORIES HIGH AT MT. CLARE SHOPS NO. 948

JUNE 2/1923

BALTO-OHIO RAILROAD CO; PERMISSION TO MAINTAIN AND OPERATE A SINGLE TRACK IN BED OF WARNER ST.

NO. 949

JUNE 4/23

BIDDISON 5-27-41 #154
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "AMOUNTS APPROPRIATED BY ORDINANCE + RESOLUTIONS 1892-1896
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1892-1896
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling AMOUNT SPECIALLY APPROVED BY ORDINANCE + RESOLUTION
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN AMOUNTS APPROPRIATED BY ORDINANCE AND RESOLUTIONS 1892-1896, GIVES LEDGER, FOLIO SPECIFIC ACCOUNT, AMOUNT, DATE of ORDINANCE AND RESOLUTIONS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER NAME of CITY IMPROVEMENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 x 8 1/2 x 1 APPROX 50 IN VOLUME
(Of record or container. Height, width, thickness or depth. Average number of pages or ~~documents~~)

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER) HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information VOLUME IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/27/41 #155
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM - #419
(Name of building, room number, street address)

1. Title "LEDGER STREET OPENINGS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1913 - 1914
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Vol.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LEDGER 1913-1914
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents STREET OPENINGS - SHOWS DATES AND CASH EXPENDITURE OF OPENINGS OF STREET
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY STREETS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15"x 10"x 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 300 PAGES

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/27/41 # 156
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "PROPERTY SOLD FOR TAXES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1856-1866
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PROPERTY SOLD FOR TAXES, 1856-1866
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents PROPERTY SOLD FOR TAXES; SHOWS LOT NUMBERS, STREET NAME OF PROPERTY ASSESSED NAME OF AUDITOR WHO SOLD PROPERTY ALSO DATE PROPERTY WAS SOLD TO VARIOUS PERSONS FOR CITY AND STATE TAXES AND AMOUNTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 13 x 8 x 1/4
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
VO PAGES

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

ITEM - NO 6.

SERIAL NO 156

CONTENT CONT'D

ADDENDA NO 2.

"PROPERTY SOLD FOR TAXES"

LOT 2 - ASSESSED TO L.H ARMSTRONG SOLD BY WM. FULLER AUDITOR JAN 31, 1859 FOR CITY AND STATE TAXES 1855 TO 1856 TO ROBERT M. POLK.

	$100.00
PAID AT SALE ON a/c	43.46
	56.54

CHARLES KEILHOLTZ 5/27/41 #157
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title LAFAYETTE MEMORIAL FUND COMMISSION
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1917
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LAFAYETTE MEMORIAL FUND COMMISSION 1917
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents MEMORIAL FUND: SHOWS DATES YEAR NAMES OF VARIOUS DONATORS AND AMOUNT GIVEN ALSO NAME OF TREASURE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF DONATOR
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12 x 9 x 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
156 PAGES 5 PAGES USED

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BIDDISON 5-28-41 #158
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT LEG. REFERENCE-BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 49
(Name of building, room number, street address)

1. Title "LEDGER (A) W.M.R.R. LOAN 3½% 1927"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1886
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 3½ PER CENT W.M.R.R. LOAN.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN LEDGER (A) W.M.R.R. LOAN 3½% 1927 REDEEMABLE JAN 1 1927. AUTHORIZED BY ORDINANCE #11. APPROVED MAR. 10 1886. GIVES VARIOUS NAMES of BOND HOLDERS. ALSO SHOWS VARIOUS DATES AND NUMBER of BOND AND AMOUNTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT HEAD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15½ x 11 x 3 APPROX 600
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) IN VOLUME ONLY 225 PAGES USED

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST. SIDE

12. Other information VOLUME IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BRODISON 5-28-41 #159
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE - BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "REDEEMED STOCK CERTIFICATES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1919-1926 INCLUSIVE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 3 WOODEN BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REDEEMED STOCK CERTIFICATES
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN REDEEMED STOCK CERTIFICATES, ISSUED BY MAYOR AND CITY COUNCIL OF BALTO. CITY FOR VARIOUS BONDS OF VARIOUS YEARS TO MATURE IN VARIOUS FUTURE YEARS. SHOWS VARIOUS RATES OF PER. CENT. OF INTEREST PAID ANNUALLY ON BONDS. GIVES NAMES OF CERTIFICATE HOLDERS. ALSO NUMBERS AND VARIOUS DATES PURCHASED
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other forms 12-13HR, such forms should be filled out and attached)

OVER
(See reverse side)

WPA FORM 12-13HR--Revised 16-6419

6. Contents--continued ALSO DATE STAMPED REDEEMED

7. Arrangement CHRONOLOGICALLY UNDER DATE OF CERTIFICATE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN AND TYPED PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5¢ 19 x 15 APPROX 2500
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
CERTIFICATES IN EACH BOX

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
HOLLIDAY ST. SIDE

12. Other information RECORDS IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BITTDISON 5-28-41 # 160
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCES - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "PAVING CERTIFICATES" 1893-1902
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1893-1902 INC
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RECORD of PAVING CERTIFICATE ISSUED.
(Explain fully: years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN RECORD of PAVING CERTIFICATE 1893-1902
(Purpose and general nature of record. Principal items of information GIVES VARIOUS DATE AN YEARS, NAMES of STREETS,
shown. Summary of forms used in making record, their headings, etc. If a very AMOUNT, INTEREST, ACCOUNT, WHEN DUE AND NAME
general or miscellaneous record, detailed information as to type of records of CONTRACTOR AND NO. of CONTRACT AND LENGTH
contained and dates covered by each should be given. Unless contents of those OF TIME TO FINISH WORK
records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER NAME OF STREET.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 10 1/2 x 8 x 1 APPROX 50 IN VOLUME
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 28 BASEMENT CITY REGISTER HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/28/41 # 161
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "STREETS OPENED AND WIDENED BY BURNT DISTRICT COMMISSION"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1904 TO 1908
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling OPENING-WIDEING STREETS BY BURNT DISTRICT COMMISSION 1904-1908
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents OPENING AND WIDENING STREETS. SHOWS DATE OF YEAR ADVERTISED NAMES OF VARIOUS STREETS. DATE SENT TO COLLECTOR SIGNATURE OF THOSE WHO SIGNED RECEIPTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY NAME OF STREETS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 11½ x 9 x 1½
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 50 PAGES.

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf/cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/28/41 #162
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT- LEG- REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "JOURNAL LOANS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1916-1924
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL 1916-1924
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents LOANS - SHOWS VARIOUS DATES AND AMOUNT AND VARIOUS LOANS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 1/4 x 10 1/4 x 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BASEMENT ROOM - #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/28/41 #163
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG. REFERENCE BUREAU ACHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "TRIAL BALANCES"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1907 TO 1917
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TRIAL BALANCES COMMISSION OF FINANCE 1907 TO 1917
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents TRIAL BLANCES: SHOWS LEGAR FOLIOS YEARS TITAL OF ACCOUNTS LEDGER BALANCES OF VARIOUS ACCOUNTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY ACCOUNTS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 X 10 1/2 X 1/2
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 15 PAGES

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 5/29/41 #164
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT-LEG-REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "LIST OF COUPON BONDS IN THE SINKING FUNDS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates NO. YEAR
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling COUPON BONDS LIST IN SINKING FUND
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents COUPON BONDS-SHOW NAMES OF VARIOUS RAILROADS SINKING FUND VARIOUS AMOUNT OF BONDS 1ST-2nd-3RD MORTGAGES AND VARIOUS DENOMINATION OF BONDS NUMBER OF EACH BOND AND NUMBER OF COUPONS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY COUPON BOND
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 12 X 8 1/2 X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 200 PAGES

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 7/29/41 #165
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT. LEG. REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM #419
(Name of building, room number, street address)

1. Title "BOND EXCHANGE RECORD"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates FEB 17 TO SEPT 15-1916
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BOND EXCHANGE RECORD FEB 17 TO SEPT 15-1916
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents BOND EXCHANGE RECORD. - SHOWS YEAR NAME OF BOND HOLDER NAMES OF VARIOUS BONDS ALSO VARIOUS YEARS BONDS MATURE
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY BY BOND HOLDERS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15 X 9 X 1
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 150 PAGES

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

CHARLES KEILHOLTZ 7/29/41 #166
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT- LEG REFERENCE BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM-#419
(Name of building, room number, street address)

1. Title "INDEX CITY DEBT A-K L-Z 1910"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1910
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INDEX CITY DEBT A-K- L-Z 1910
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents INDEX CITY DEBT- GIVES VARIOUS NAMES OF BOND HOLDERS
(Purpose and general nature of record. Principal items of information NAMES OF VARIOUS BONDS OF VARIOUS PERCENTS AND YEAR MATURITY shown. Summary of forms used in making record, their headings, etc. If a very ALSO BOND NUMBER general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement ALPHABETICALLY BY BOND HOLDERS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 20 X 20 X 4
(Of record or container. Height, width, thickness or depth. Average number of pages or documents) 400 PAGES EACH VOLUME

11. Location by dates and quantities BASEMENT ROOM #28 CITY REGISTER HOLLIDAY ST SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information CONDITION GOOD
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-29-41 #167
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE-BUREAU ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "REGISTER OF CHECKS PAYABLE ON BANKS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CHECK RECORD SHEETS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN REGISTER OF CHECKS PAYABLE AT VARIOUS BANKS 1925. SHOWS YEAR, CHECK NUMBER, AMOUNTS AND NAMES OF VARIOUS BANKS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER VARIOUS DEPOSIT DATES
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 14 x 10 x 3 APPROX 400
(Of record or container. Height, width, thickness or depth. Average number of pages ~~or documents~~) IN EACH VOLUME

11. Location by dates and quantities 28 BASEMENT CITY REGISTER
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor) HOLLIDAY ST SIDE

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BODDISON 5-29-41 #168
(Worker's full name) (Date) (Form identification number)

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Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MARYLAND (CITY REGISTER)

Name of agency or office DEPT. LEG. REFERENCE, BUREAU-ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "JOURNAL WESTERN MARYLAND R.R. 3½% LOAN 1925-1927"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1927
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling JOURNAL WESTERN MD. R.R. 1925-1927
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN JOURNAL WESTERN MARYLAND R.R. 3½% LOAN, REDEEMABLE JULY 1-1925 SHOWS VARIOUS DATES, FOLIO OF LEDGER, NAMES OF TRANSFERRES, NO. of CERTIFICATE ISSUED AND CANCELLED AND VARIOUS AMOUNTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement CHRONOLOGICALLY UNDER DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 16 x 10 1/2 x 2 175
(Of record or container. Height, width, thickness or depth. Average number of pages ~~or documents~~)
1 VOLUME ONLY 75 PAGES USED

11. Location by dates and quantities 28 BASEMENT (CITY REGISTER)
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
HOLLIDAY ST. SIDE

12. Other information RECORDS IN FAIR CONDITION
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)

BIDDISON 5-29-41 # 169
(Worker's full name) (Date) (Form identification number)

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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND CITY REGISTER

Name of agency or office DEPT REG. REFERENCE - BUREAU - ARCHIVES
(Office of custody) (Office which made the record, if different)

Address of office of custody CITY HALL ROOM 419
(Name of building, room number, street address)

1. Title "VOUCHERS"
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates 1920-1924
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 WOODEN BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling VOUCHERS (CITY COMPTROLLER)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents CONTAIN EXPENSE VOUCHERS 1920-1924 INC. SHOWS VARIOUS NAMES AND ADDRESSES OF CREDITORS, SHOWS VARIOUS AMOUNTS CHARGED TO VARIOUS APPROPRIATIONS, ALSO GIVES DATES AND VOUCHER NO. AND DEPARTMENTS.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records contained and dates covered by each should be given. Unless contents of those records are described by other Forms 12-13HR, such forms should be filled out and attached)

WPA FORM 12-13HR--Revised (See reverse side) 16-6419

6. Contents--continued

7. Arrangement NUMERICALLY UNDER NUMBER of VARIOUS VOUCHER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINT FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 54 x 19 x 15 25000 VOUCHERS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 28 BASEMENT-(CITY REGISTER) HOLLIDAY ST. SIDE
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)

12. Other information RECORD IN GOOD CONDITIONS
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication) (Date of publication)