

PHOTODUPLICATION

The work of the photoduplication branch of the Hall of Records is better shown in tabular form:

Photostats	1,357 orders consisting of 11,379 pages	\$5,864
Projection Prints	195 orders consisting of 1,069 pages	576
Microfilm*	61 orders consisting of 56,683 pages	51

*Of the microfilm, 55,387 exposures were for our holdings of church records, newspapers, etc. and thus are not reflected in cash receipts. We discourage orders for microfilm copies from private individuals because of the difficulty of reading them and because prints of our own microfilms require their being sent to Washington, D.C. and then being unavailable for use for two or three weeks.

FINDING AIDS

A new catalogue has been prepared for our gift collection. Each item is represented by at least two cards, donor and subject, and the larger collections are listed in detail. This task was accomplished by Miss Patricia Vanorny, Archivist II of our staff.

A new card index to our microfilm holdings was also prepared. This collection began in 1942 and now consists of approximately 17,000 reels, many of the reels containing two or three items and presenting difficulties not present in the later film of land records and probate records series. All of the films have been collected in one place and every item listed. This work was done by Miss Beverly Baker, Archivist II of our staff.

An index to the map and plat collection was completed during the year. Each card gives the source of the map so far as the Hall of Records is concerned, its number in Philips (*A List of Maps of America in the Library of Congress*) and its listing in Matthews (*The Maps and Mapmakers of Maryland*). Included as well are the parchments received from the Land Office. This was a much needed and useful addition to our finding aids. This indexing project was done by Miss Sue Nettles, Archivist II of our staff. Miss Nettles also prepared a study of records available at the Hall of Records, dealing directly with Black History in Maryland.

CIRCULATION

The figures given here below, will indicate how the materials at the Hall of Records continue to attract more and more researchers. The increase in their use is due to genealogists and historians in about