FW 4.14: F317/ser.11/no.31

UNIVERSITY OF KENTUCKY
3 0425 5323511 Y

HIST. BIOG. & TRAV.

LIBRARY
UNIVERSITY OF KENTUCKY

JUN 4 1943

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

SERIES XI
THE DEPARTMENT OF LABOR
NO. 31
NEW YORK

NATIONAL ARCHIVES PROJECT
WORK PROJECTS ADMINISTRATION

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives
Division of Community Service Programs
Work Projects Administration

The National Archives
Cooperating Sponsor

SERIES XI. THE DEPARTMENT OF LABOR

NO. 31. NEW YORK

New York City, N. Y.
The Survey of Federal Archives
1941

The Survey of Federal Archives

Philip M. Hamer, National Director

Division of Community Service Programs

Florence Kerr, Assistant Commissioner
Agnes S. Cronin, Chief Regional Supervisor
Joseph L. Ginniff, Director, New York City

WORK PROJECTS ADMINISTRATION

Howard O. Hunter, Commissioner
R.C. Branion, Regional Director
Irving V.A. Huie, Administrator, New York City

PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1,1936 to June 30,1937. From that date until June 30,1939 the Survey continued in New York City as a project of the Works Progress Administration. Since July 1,1939 the Survey has functioned as a project of the Work Projects Administration.

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

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

The work of the Survey in New York State was under the direction of Captain Fred P. Todd from its inception until June 30,1937 when it was placed for a short time under the supervision of the Historical Records Survey. The Survey in New York City was under the direction of Dr. Richard B. Morris from January 1936 until August 1937 when he resigned and was succeeded by his assistant, Mr. Hermann F. Robinton, who supervised the project until May 31,1938. From that time until April 1939 Mr. Vincent Jacobi directed the project with Mr. Isidor Paskoff as Project Supervisor. From April 1939 to August 1940 Mr. Paskoff supervised the project assisted by Mr. Weisshar. From that date to October 20,1941, Mr. Charles Bolduc directed the project with Mr. Weisshar in charge of the inventory phase. Since then the project has been under the supervision of Mr. William R. Saacke. This inventory of the Department of Labor was prepared in the New York City office of the Survey and was edited before final typing by Miss Elizabeth Edwards of the Washington office.

New York,New York
December 15,1941

IMMIGRATION AND NATURALIZATION SERVICE

CONTENTS

Page

IMMIGRATION AND NATURALIZATION SERVICE

Introduction 1
Albany, Field Service Branch, Inspector in Charge 2
Alexandria Bay, Field Service Branch, Immigrant Inspector . . . 3
Buffalo, Border Patrol Service, District 7
Headquarters Chief Patrol Inspector 5
Buffalo, District 7 Headquarters, District Director 5
Buffalo, Field Service Branch, Immigrant Inspector 17
Buffalo, Field Service Branch, Immigrant Inspector 19
Buffalo, Field Service Branch, Immigrant Inspector 28
Camp Vincent, Field Service Branch, Immigrant
Inspector 29
Champlain, Field Service Branch, Assistant
Inspector in Charge 30
Chateaugay, Border Patrol Service, Senior Patrol
Inspector 32
Chateaugay, Field Service Branch, Immigrant Inspector 32
Churabusco, Field Service Branch, Immigrant Inspector 33
Clayton, Field Service Branch, Immigrant Inspector 34
Ellis Island (See New York City) 35
Fort Covington, Border Patrol Service, Senior Patrol
Inspector 36
Fort Covington, Field Service Branch, Inspector
in Charge 37
Hogansburg, Field Service Branch, Assistant Inspector
in Charge 38
Lewiston, Border Patrol Service, Senior Patrol
Inspector 39
Lewiston, Field Service Branch, Inspector in Charge 39
Louisville Landing, Field Service Branch, Inspector
in Charge 40
Malone, Field Service Branch, Inspector in Charge 41
Massena, Border Patrol Service, Chief Patrol Inspector 42
Mooers, Field Service Branch, Inspector in Charge 45
Morristown, Field Service Branch, Immigrant Inspector 46
New York, Field Service Branch, District 3 Headquarters,
District Director 48
Chinese Division 48
Division of Registry 49
Filing Division 50
Records Division 50
Records Transferred from Bureau of Customs 52
Naturalization Division 52
Re-entry Permit Division 56
Boarding Division 57
Investigation Unit 59
Niagara Falls, Border Patrol Service, Senior
Patrol Inspector 59
Niagara Falls, Field Service Branch, Inspector
in Charge 59
Ogdensburg, Field Service Branch, Inspector in Charge 65

CONTENTS

Page

IMMIGRATION AND NATURALIZATION SERVICE (cont'd)

Rochester, Field Service Branch, Inspector in Charge 70
Rooseveltown, Field Service Branch, Inspector in Charge 76
Rouses Point, Border Patrol Service, Chief Patrol Inspector 81
Rouses Point, Field Service Branch, Inspector in Charge 83
Syracuse, Field Service Branch, Inspector in Charge 89
Trout River, Field Service Branch, Inspector in Charge 96
Waddington, Field Service Branch, Inspector in Charge 97

UNITED STATES EMPLOYMENT SERVICE

Albion, Orleans County Office 100
Amsterdam, Montgomery County Office 101
Auburn, Cayuga County Office 103
Batavia, Genesee County Office 104
Bath, Steuben County Office 105
Carmel, Putnam County Office 105
Catskill, Greene County Office 107
Cooperstown, Otsego County Office 108
Corning, Steuben County Office 109
Cortland, Cortland County Office 109
Delhi, Delaware County Office 111
Dunkirk, Chautauqua Office 112
Elmira, National Reemployment Service, Local Office 113
Elmira, Veterans' Placement Service, Office of the Local Representative 114
Geneseo, Livingston County Office 114
Geneva, Ontario County Office 115
Glen Cove, (Long Island) National Reemployment Service, Local Office 116
Glen Falls, Warren County Office 116
Hempstead, (Long Island) National Reemployment Service, Local Office 119
Herkimer, Herkimer County Office 120
Hornell, Steuben County Office 121
Hudson, Columbia County Office 121
Hudson Falls, Washington County Office 122
Islip, (Long Island) National Reemployment Service, Local Office 124
Ithaca, Tompkins County Office 125
Jamestown, Chautauqua County Office 126
Johnstown, Fulton County Office 127
Kingston, Ulster County Office 129
Lockport, Niagara County Office 130
Lowville, Lewis County Office 131
Lyons, Wayne County Office 131

CONTENTS

Page

UNITED STATES EMPLOYMENT SERVICE (cont'd)

Malone, Franklin County Office 132
Middletown, Orange County Office 133
Monticello, Sullivan County Office 134
Mount Vernon, Westchester County Office 135
Newburgh, Orange County Office 136
New City, Rockland County Office 137
New Rochelle, Westchester County Branch Office 138
New York, National Reemployment Service, Local Offices. . . 139
Niagara Falls, Niagara County Office 145
North Tonawanda, Niagara County Branch Office 146
Norwich, Chenango County Office 147
Ogdensburg, St. Lawrence County Office 148
Olean, Cattaragus County Branch Office 149
Oneida, Madison County Office 150
Oneonta, Otsego County Office 151
Oswego, Oswego County Office 152
Owego, Tioga County Office 155
Penn Yan, Yates County Office 157
Plattsburg, Clinton County Office 157
Port Henry, Essex County Office 159
Poughkeepsie, Dutchess County Office 160
Salamanca, Cattaragus County Office 161
Saranac Lake, Franklin County Office 162
Saratoga Springs, Saratoga County Office 164
Schenectady, Schenectady County Office 166
Schoharie, Schoharie County Office 167
Seneca Falls, Seneca County Office 169
Troy, Rensselaer County Office 169
Warsaw, Wyoming County Office 171
Watertown, Jefferson County Office 172
Wellsville, Alleghany County Office 174
White Plains, Westchester County Office 175
Yonkers, Westchester County Branch Office 179

WAGE AND HOUR DIVISION

New York, Regional Headquarters, Region 2 182

IMMIGRATION AND NATURALIZATION SERVICE

INTRODUCTION

Prior to 1882 the administration of immigration matters was handled by several states. On July 4, 1846, an act established the U.S. Emigrant Office in New York City, with a superintendent in charge. This act was repealed in 1868. An act to regulate immigration was passed on August 3, 1882, charging the Secretary of the Treasury with the execution of its provisions. This was done in cooperation with several states through contracts executed between the Treasury Department and the Board of State Immigration Commissioners. In New York State the Secretary of the Treasury, following the recommendation of the Governor, appointed state boards to act as agents at the ports of entry and in the field. These contracts were abrogated pursuant to the act of March 3, 1891, which instituted an Office of Immigration in the Treasury Department with a Superintendent of Immigration at its head. The Superintendent's title was changed to Commissioner-General of Immigration and the Office of Immigration became a Bureau in the Treasury Department by the act of March 2, 1895. On February 14, 1903, the Bureau of Immigration was transferred from the Treasury Department to the newly organized Department of Commerce and Labor. On June 29, 1906, a Division of Naturalization was created and the title (Bureau of Immigration and Naturalization was assumed). In the field work of the Division of Naturalization, the Department of Commerce and Labor worked in cooperation with the Department of Justice until July 1, 1909, when the functions performed by that Department was transferred to the Department of Commerce and Labor. On March 4, 1913, separate Bureaus of Immigration and Naturalization were established in the newly created Department of Labor. On June 10, 1933, the two Bureaus were consolidated and became the Immigration and Naturalization Service. In accordance with Reorganization Plan No. V, effective June 14, 1940, after the survey of Federal Archives had been made, the Service was transferred to the Department of Justice.

The functions of the Immigration and Naturalization Service include the examination of immigrants, travelers, and ships' crews entering the United States; the enforcement of all laws relating to the admission of aliens, including the administration of the Chinese exclusion laws; the enforcement of the various deportation statutes covering the arrest, prosecution and expulsion of such aliens as have entered illegally, or whose conduct, whether criminal, immoral, or subversive, has rendered them liable to deportation; and the administration of the naturalization law by assisting Federal and certain State courts and officials in determining the eligibility of those seeking United States citizenship.

Immigration and Naturalization Service, Albany

ALBANY

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Federal Bldg., Broadway

This office was established on December 7, 1928, to supervise the entry of aliens through the Albany Airport. It is a substation in District 3. No records have been lost by accident. Useless papers are sent to the Director, Ellis Island, New York. Certain papers are sent to the Commissioner of Immigration at Washington. This office was located in Room 18, Old Post Office from December 7, 1928, to April 1935, when it removed to its present quarters. A small office is maintained at the airport, but no records are kept there. This is the only substation from up-state New York reporting to District 3.

1. AIRPLANE PASSENGER ADMISSIONS, 1929 to date. Records of citizens and aliens entering this country after a temporary visit in Canada. (Daily, official.) 4 x 6 cards, 2 ft. 6 in., in 2 drawers of wooden filing case. R. 513. (176)

2. ARRIVALS AT AIRPORT, 1929 to date. Reports of boarding officer, containing names of planes, ports of departure, and number of passengers. (Daily, official.) 3 x 5 cards, 2 ft., in 2 drawers of wooden filing case. R. 513. (177)

3. GENERAL FILES, Jan. 1929 to date. Correspondence relating to investigations; reports on planes going southward at Canadian border and on passenger inspection; monthly, semi-monthly, and annual reports, and entry and re-entry permits. Index. (Daily, official.) 8 x 10 folders and index card dividers, 1 ft., in 2 drawers of wooden filing case. R. 513. (175)

4. LOG OF AIRSHIP ARRIVALS, May 15, 1929 to date. Plane numbers, number of passengers, time of arrival and departure, and names of airplane crews arriving at Albany. (Daily, official.) $10\frac{1}{4}$ x $14\frac{1}{2}$ clipped sheets, $3\frac{1}{2}$ in., in drawer of wooden filing case. R. 513. (176)

5. RE-ENTRY PERMIT RECORD, Nov. 1934 to date. Of receipts and date of delivery of re-entry permits to aliens. (Daily, official.) $3\frac{1}{2}$ x $5\frac{1}{2}$ cards, $2\frac{1}{2}$ in., in drawer of wooden filing case. R. 513. (178)

ALEXANDRIA BAY

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Cornwall Bldg., Dock Front

6. OATHS OF RETURNING CITIZENS, 1913 - 1922. Deponent's name, date, place of birth, nationality, period of time abroad, names of places visited, and brief description of deponent. (Never.) 4 x 10½ papers, 4 in., in pasteboard box. Immigration Office. (160)

7. ALIENS ACCEPTED, June 9, 1913, to date. Record of aliens admitted, stating name, age, nationality, race, sex, birthplace, occupation, purpose of entry, proposed length of stay, funds available, date, and port of entry. (Frequently, official.) 3 x 4½ cards, 7 ft. 6 in., in 11 drawers of wooden filing cases. Immigration Office. (158)

8. ALIENS ADMITTED PERMANENTLY, June 9, 1913, to date. Lists of persons admitted into U. S. through Waddington, Ogdensburg, Morristown, Louisville Landing, Clayton, and Cape Vincent, giving name, age, occupation, last residence, general description, and nationality. (Daily, official.) 8 x 10½ folders, 5 in., in drawer of wooden filing case. Immigration Office. (150)

9. LOOKOUT REJECTIONS AND CORRESPONDENCE, Sept. 20, 1920, to date. Records of persons refused entry, giving description, date, reason, and warning to other offices to be on guard against attempted illegal entry elsewhere; also letters containing similar warnings to this office from other offices. (Frequently, official.) 8 x 10½ papers, 1 ft., 6 in., in two drawers of wooden filing case. Immigration Office. (154)

10. MONTHLY REPORTS, June 1920 to date. Reports from inspector at Alexandria Bay to District Office at Newport, concerning hours on duty, special assignments, names of ferry boats inspected, number of persons arriving therein, and number allowed to enter the United States. (Frequently, official.) 8 x 10½ papers, 6 in., in drawer of wooden filing case. Immigration Office. (151)

11. ALIENS ADMITTED AS VISITORS, July 10, 1921, to date. Form 694 and supplementary reports, giving date and port of entry, name, sex, nationality, race, place of birth, home address, time of admission, and signatures of visitor and Immigrant Inspector. (Daily, official.) 4 x 6 paper-cov-

ered books (5), 3 in., on wooden shelf. Immigration Office. (149)

12. ALIENS REFUSED ADMITTANCE AND DEPORTED, June 1, 1922, to date. Name, age, nationality, case, birthplace, sex, height, color of eyes and hair, occupation, purpose of entry, length of intended stay, financial status, reason for refusal of entry, and port of deportation of individuals. (Frequently, official.) 3 x 4½ cards, 30 ft., in 38 drawers of wooden filing cases. Immigration Office. (157)

13. HEAD-TAX REFUND CERTIFICATES, 1922 to date. Name of person entering the United States, age, description, destination, port of entry, name of ferry, date of arrival, and port of departure. (Daily, official.) 5 x 8 vols. (8), 5 in., on wooden shelf. Immigration Office. (155)

14. NOTICE TO DETAIN ALIEN MEMBERS OF CREW ON VESSELS, June 4, 1922, to date. Notices to captains of foreign vessels, requesting them to detain alien members of their crews who might attempt to enter the United States, listing occupations of such aliens. (Rarely, official.) 5 x 8 vol., ½ in., on wooden shelf. Immigration Office. (156)

15. PERSONS ADMITTED TEMPORARILY, 1922 to date. Record of persons admitted at this port, stating reason for visit, dates of entry and departure, and length of stay. (Frequently, official.) 4 x 6 cards, 4½ in., in drawer of wooden filing case. Immigration Office. (153)

16. VERIFICATION OF ENTRY, 1922 to date. Correspondence with Assistant U. S. Commissioner of Immigration at Montreal and District Director at Newport, concerning aliens entering through this port, whether stay is permanent or temporary, purpose, name of alien, case number, and date of entry. (Frequently, official.) 8 x 10½ folders, 1 ft., 6 in., in drawer of wooden filing case. Immigration Office. (161)

17. VOLUNTARY DEPARTURES, June 1, 1924 - 1931. Record of aliens discovered to be illegally in the U. S. who departed voluntarily without deportation proceedings, giving age, race, nationality, occupation, port of entry, date and port of departure. (Frequently, official.) 4 x 6 cards, 4 in., in drawer of wooden filing case. Immigration Office. (159)

18. ALIENS PRE-EXAMINED IN CANADA, June 20, 1929, to date. Daily report of aliens arriving from Canada, showing number debarred, admitted temporarily, and number of returning U. S. citizens. (Daily, official.) 8 x 10½ papers, 3 in., in drawer of wooden filing case. Immigration Office. (152)

BUFFALO

BORDER PATROL SERVICE
DISTRICT 7 HEADQUARTERS
CHIEF PATROL INSPECTOR
Border Patrol Bldg., Hertel Ave.

This office was established in 1924. No papers have been destroyed or lost, nor are there any useless papers. From 1924 to 1929 the office occupied two rooms at the Black Rock National Railway Station. From 1933 to 1936 it was in the Federal Building, Buffalo. Since then it has been at this location.

19. CURRENT SUBJECTS, 1924 to date. Vouchers, reports on automobile accidents, uniforms, length of service, promotion and efficiency, monthly financial summary, pay roll, motor vehicle expenses, contracts, leases and bids, authorization for general expenses, reports on boats and motors and pistols and ammunition, automobiles, insignia, building and quarters, tire records, leave record, road maps, supplies, suggestions, lookout notices, and rewards to informants. (Daily, official.) 11 x 16 folders, 3 ft., in drawer of steel filing case. Office. (20)

20. PERSONNEL, 1924 to date. Letters of appointment, statement of personal history, declaration of appointee, oath of office, record of leaves of absence, correspondence, and records of promotions, demotions, and transfers. (Daily, official.) 11 x 16 folders, 4 ft. 6 in., in drawers of steel filing case. Office. (19)

21. SMUGGLING, 1924 to date. Correspondence and reports relating to the smuggling of aliens, their apprehension, seizure of smuggled goods, miscellaneous arrests, and receipts for persons and contraband. (Daily, official.) 11 x 16 folders, 1 ft. 6 in., in drawer of steel filing case. Office. (18)

FIELD SERVICE BRANCH
DISTRICT 7 HEADQUARTERS
DISTRICT DIRECTOR
Federal Bldg., Ellicott and S. Division Sts.

An immigration office was established at Buffalo in 1903 under the supervision of a Commissioner of Immigration at Montreal, Canada. For about two years after the Naturalization Act of 1906, naturalization work in the Buffalo area was handled by the U. S. Attorneys. About 1908 a branch naturalization office was opened in Buffalo under the District Director of Naturalization at Pittsburg. In 1916 this official was raised to the rank of Head

Naturalization Examiner. On January 1, 1923, the Buffalo Immigration Office was made the District Headquarters for western New York and parts of Pennsylvania and Ohio, and on August 10, 1933 the immigration and naturalization offices were combined into one agency.

This office has jurisdiction over 32 counties in western and northwestern New York, five counties in northwestern Pennsylvania, and 14 counties in northeastern Ohio. Its functions are to administer the laws relating to the admission, exclusion, and deportation of aliens and the naturalization of aliens lawfully resident in the United States. It investigates alleged violations of these laws and makes recommendations for such prosecutions as are deemed advisable.

Prior to 1924 the Immigration Office was located at the Grand Trunk Railway Station, 1761 Niagara Street. In that year the office was moved to its present quarters. During this early period certain records were stored at the Terminal Administration Building at Peace Bridge and the Ferry Landing at the foot of Ferry Street. At the present time all records are stored in the Federal Building except certain older ones located in the Niagara Street substation and reported under that agency.

22. LIST OF CHINESE IN BUFFALO, 1894 - 1903. Copies of certificates of residence issued by the Collector of Internal Revenue, giving number, where issued, name of internal revenue collector, name of Chinese, residence, occupation, height, color of eyes, color of complexion, distinguishing marks, and local residence, with name of inspector. Filed chronologically. (Never.) 5¼ x 8 sheets, 1 in., in wooden filing case. R. 14, basement. (1419)

23. CHINESE FILES, INCLUDING DETROIT AND BUFFALO TRANSITS, Jan. 1, 1900 to date. Correspondence and reports on Chinese admitted in transit between Detroit and Buffalo, via Canada; data pertains to applications for admission into the U. S., smuggling of Chinese into the country with full description of such acts and violations, arrests, indictments, deportations, etc. Filed alphabetically. (Rarely, official.) 8 x 11 jackets, 12 ft. 6 in., in 4 drawers of wooden and 2 drawers of steel filing case. R. 14, basement. (1398)

24. PETITIONS FOR NATURALIZATION, Mar. 10, 1911 - July 1, 1929. Form 2328, giving court number, date filed, place and date declaration was made, names, addresses, occupations, and nationality of petitioner and of two witnesses, adjournments if any, the date of final hearing, and result of the examination; attached are any papers in the case such as, Form 2214, continuation sheet of preliminary examination, and Form 2309, advice to alien that deposition will be taken; these two forms were small brief forms which have been replaced by From 2208, giving the petition number and petitions to the U. S. District Court of the Western District at Buffalo for Naturalization; there is also a questionnaire filled out by applicant in longhand on mimeograph form, showing the file number, alien's name, ability to speak and read English or other languages, schooling, and 15 questions to be answered before the examiner. Filed numerically. (Rarely, official.) 8⅓ x 11 folded documents, 94 ft. 6 in., in 42 drawers of steel filing cases. R. 14, basement. (1426)

25. PERSONNEL, 1912 to date. Complete history of each employee, such as salaries, sick leave, leaves of absence, requests for transfers, conduct of employee, qualification, and any other history of the employee. Filed by subject and chronologically. (Daily, official.) 9 x 12 folders, 32 ft., in 16 drawers of steel filing cases. R. 124. (1435)

26. CERTIFICATES OF ARRIVAL FOR NATURALIZATION PURPOSES, 1922 - 1929. Form 145, giving date of arrival into the U. S. and name of the vessel, with signatures of the Commissioner of Naturalization and the Chief of the Division; filed with above is Form 220, certificate of arrival; these are for the Old Buffalo District, Batavia, Lockport, Niagara Falls, Albion, Little Valley, Olean, and Warsaw. Filed numerically. (Rarely, official.) 5 x 8 leaflets, 12 ft. 11 in., in 5 drawers of steel filing cases. R. 14, basement. (1425)

27. CLEVELAND RECORD OF DECLARATIONS AND PETITIONS FILED IN EACH COURT, July 1922 - June 1934. Record in longhand giving month, declarations and petitions made, male and female, how numbered, date received, date declarations, petitions and certificates were forwarded, number of soldiers filing petitions, and number admitted. Filed chronologically. (Never.) 5 x 8 cards, 6 in., in drawer of steel filing case. R. 14, basement. (1424)

28. OLD CLEVELAND DISTRICT DECLARATIONS AND CERTIFICATES OF ARRIVAL, July 1, 1922 - June 30, 1934. Form 145, giving name of alien, date of arrival into U. S., and name of vessel he arrived on, with signatures of Commissioner of Naturalization and the Chief of the Division; Form 2214, preliminary form for petition for naturalization, giving petition number, card index and manifest examined, and a record of name, address, date, and manner of record; Form 526, certificate of arrival, giving name of alien, port of entry, date of arrival, and name of vessel, with signature of the U. S. Immigrant Inspector; Form 145-V, certificate of arrival, showing date filed, name of alien, date of arrival, manner of arrival, and issue number, with signature of the Commissioner of Naturalization; and Form 2360, request for certificate of arrival, showing name of applicant and certificate of arrival number, with signature of the District Director making the request. Filed alphabetically. (Never.) 5 x 8 cards, 2 ft. 4 in., in drawer of steel filing case. R. 14, basement. (1429)

29. DEPORTATION FILE, July 1, 1922 to date. Correspondence, forms, reports on hearings, testimony, and findings and recommendations resulting from investigations of aliens. Filed alphabetically. (Daily, public, official.) 8½ x 11 jackets, 214 ft., in 107 drawers of steel filing cases. R. 14, basement. (1395)

30. CONTRACT LABOR CASES, Jan. 1, 1923 to date. Applications by an employer to import aliens into this country for a stated period of time, for the purpose of teaching students the operations of a business or machine so that later on the aliens may return to their country and there be employed in a plant of the applicant; other cases involve the importation of aliens who are skilled in the operation of certain machinery or who have special skill in

some line of endeavor; each case is begun by an application of the employer, under oath, which includes facts as to ownership of the business, capital stock, and personnel of the business where factories are located. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 10 ft., in 5 drawers of steel filing cases. R. 14, basement. (1407)

31. ADMINISTRATIVE (FINANCIAL), July 1, 1924 to date. General authorizations for expense, contracts, leases, bids, deportation expenses, Government-owned motor vehicle expenses, overtime, pay rolls, removal expenses, and monthly summary of border patrol; Form 598-D, monthly summary of outstanding unvouchered accounts which are due; telegraph deposits, which are accounts due from individuals on telegrams not properly chargeable to the government; Form 598-D, also used as monthly report of transportation requests; border patrol vouchers and related correspondence; immigration and naturalization vouchers and related correspondence, requisitions and supplies, requests for passes from various railroads and related correspondence, and monthly reports of transportation passes used. Filed by subject. (Daily, official.) 9 x 12 folders, 52 ft., in 2 drawers of steel filing cases. R. 14, basement and R. 124. (1433, 1442)

32. APPLICATIONS FOR PREFERENCE AND NON-QUOTA VISAS, July 1, 1924 to date. Correspondence between the applicants, the office of the District Director, and the Washington headquarters, and correspondence to the American Consul in the port from which the alien will depart advising him that a certain alien should be allowed to come on a non-quota visa. Filed alphabetically. (Never.) 8½ x 11 jackets, 1 ft., in drawer of steel filing case. R. 14, basement. (1397)

33. CARD INDEX OF APPROVED SCHOOLS, 1924 to date. List of schools for foreign students admitted for temporary stay, giving name of school or college, city and state of location, and whether approved by the Secretary of Labor in accordance with Section 4 (E) of the Immigration Act of 1924. No records prior to the year 1924. Filed alphabetically. (Daily, official.) 3 x 5 cards, 10 in., in drawer of wooden filing case. R. 124. (1438)

34. CHINESE AND OTHER GENERAL ORDERS AND RELATED CORRESPONDENCE WITH RESPECT TO SAME, Mar. 11, 1924 to date. Instructions in Chinese cases as well as other cases; also, correspondence with respect to the meaning of the orders. Filed numerically. (Daily, official.) 8½ x 11 envelopes, 16 ft., in 8 drawers of wooden filing cases. R. 14, basement. (1410)

35. CITIZENSHIP - ACTUAL APPLICATIONS FOR DERIVATIVE CERTIFICATES OF CITIZENSHIP, July 1, 1924 to date. Application of the alien, stating the claim from which the right to citizenship is derived; Form 533, request for verification of landing, issued by Immigration Service, verifying the landing of the alien, giving name, date of arrival, port of embarkation, steamship, race, age, sex, place of birth, citizen of what country, marital status,

final destination, and to whom going, together with names of persons accompanying the alien; photographs and identification card of the applicant, including full personal description and full history of each; and certificates of birth and any records of marriage of parents. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in 2 drawers of wooden filing cases. R. 14, basement. (1427)

36. COMPLAINTS, CLOSED, July 1, 1924 to date. Letters from persons examined at bridges, railway stations, and other points of entry complaining of alleged inconsiderate treatment by inspectors. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1413)

37. DEPORTATION FILE, July 1, 1924 to date. See entry 29. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 22 ft., in 11 drawers of steel filing cases. R. 124. (1435)

38. DEPORTATIONS FROM OTHER DISTRICTS, DEPORTATION PARTIES, CHECK-OUTS, AND VERIFICATIONS, July 1, 1924 to date. Correspondence between Buffalo and Washington offices concerning deportation cases, and reports to and from district offices concerning deportable aliens. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 12 ft., in 6 drawers of steel filing cases. R. 14, basement. (1396)

39. INSTRUCTIONS, July 1, 1924 to date. Personnel, transfer of employees, promotions, salaries, compensation, accidents, medical treatment, charges against employees, leaves of absence, furloughs, retirement, political activity, misassignment of employees, fingerprinting of government employees, rewards and acceptances of gifts by employees, public speeches, time reports, personnel identification cards, immigrant inspector pay bills, supervisors (central office), duties of immigration and naturalization offices, board of examiners, indexing of correspondence and office filing procedure, accounts general, travel regulations and per diem, vouchers, telephone matters, pay rolls, etc. Filed numerically. 3 x 5 card index, 6 in. (Daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of wooden filing case. R. 124. (1436, 1437)

40. LOOK-OUT NOTICES, July 1, 1924 to date. Complaints and tip-offs on various persons wanted or suspected of illegal entry, or those who have forged documents such as visas, passports, and certificates; also mimeographed form and photograph giving full description of the individual, prior records of this nature are in the Grand Trunk Station at Buffalo, N. Y. Filed numerically. (Daily, official.) 8½ x 11 jackets, 6 ft., in 3 drawers of steel filing cases. R. 14, basement. (1406)

41. MISCELLANEOUS CORRESPONDENCE, July 1, 1924 to date. Correspondence relative to requests for information as to how to proceed to secure entry into this country, and of sick and infirm persons desiring medical attention; also, requests from individuals, firms, and corporations as to the law and its meaning, and proper advice on a variety of subjects, having to do with the entry of persons into the country. Filed alphabetically. (Never.) 8½ x 11

jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1404)

42. NATURALIZATION - CANCELLATION OF CERTIFICATE OF CITIZENSHIP, July 1, 1924 to date. Correspondence and other records relating to proceedings brought in District Court for cancellation of certificate of citizenship. Filed alphabetically. (Daily, official.) 8 x 11 jackets, 4 ft., in 2 drawers of wooden filing case. R. 14, basement. (1428)

43. NOTIFICATION CARDS, July 1, 1924 to date. Form 104, notification card advising that a return permit had been issued and mailed to Immigration Officer at Buffalo, and stating that no alien shall depart from the U. S. unless he first procures from the Collector of Internal Revenue a certificate that he has complied with all obligations imposed by the tax laws; superseded by Form P. 5, Jan. 20, 1934. Filed alphabetically. (Rarely, official.) 4 x 5½ cards, 8 ft., in 2 drawers of steel filing cases. R. 14, basement. (1420)

44. PERMITS TO RE-ENTER THE UNITED STATES, July 1, 1924 to date. Pertain to legally admitted aliens, who have no naturalization certificates and no passports, and who desire to visit a foreign country, and a permit to facilitate their reentry upon their return to this country; Form 632, correspondence between the Buffalo office and Washington headquarters respecting applications, investigations made, statements taken, letters received from law enforcement agencies as to the criminal record, verification of entry into the U. S. and replies from Washington on same, and extention of stay. Filed alphabetically, and chronologically. (Daily, official.) 8 x 11 jackets, 6 ft., in 3 drawers of steel filing case. R. 14, basement. (1401)

45. PROSECUTIONS, July 1, 1924 to date. Statements of witnesses, letters and reports from law enforcement agencies as to criminal records, question and answer testimony of the defendant, photographs and fingerprints, report from Bureau of Identification at Washington, correspondence, details of the violation, amount of bail in which man is held, and where confined; if the prosecution is to continue, then a full report is made to the U. S. Attorney on a mimeographed form, used by the office for that purpose. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 124. (1465)

46. PROSECUTIONS, July 1, 1924 to date. See entry 45. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 6 ft., in 4 drawers of steel filing case. R. 14, basement. (1408)

47. REPORTS OF DISAPPEARANCES AND REPORTS OF ALIENS DETAINED IN DEPORTATION CASES, July 1, 1924 to date. Disappearance reports show number of warrants of arrest applied for, and number of warrants of deportation asked for, and number of aliens who could not be located for service of warrants of arrest after the receipt of same; detention records include a monthly report covering the number of aliens detained, place of detention, and cost

per day during the period covered by the report, number of persons released on bond, number released on their own recognizance, number paroled, and those detained. Filed alphabetically. (Monthly, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1409)

48. VERIFICATION OF ENTRY, July 1, 1924 to date. Correspondence between the local office and Washington headquarters, showing payment of tax and verification of entry; memoranda of telephone calls; letters from persons involved in difficulties, explaining the facts, and Form 505, certificate of admission of alien. Filed alphabetically. (Rarely, official.) 8½ x 11 jackets, 1 ft., in drawer of steel filing case. R. 14, basement. (1412)

49. OLD PERSONNEL FILE, May 1925 - Apr. 1936. Correspondence regarding the purchase of uniforms, equipment, "Sam Browne" belts, ornaments, insignia, and caps, to which are attached samples of cloth for uniforms and overcoats; applications for lost first papers and certificates; and Form General 10, monthly report of absences. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of steel filing case. R. 14, basement. (1431)

50. MANIFEST CARDS, Dec. 1, 1926 - Dec. 31, 1928. Records concerning entry of aliens, giving place of entry, date of entry, serial number of card, name of entrant, entire personal description, date and place of birth, entire family history, marital status, nativity of wife, and date covering children and accompanying adults; on reverse side is report on medical examination and some entries as to disposition of the case by the Board of Special Inquiry. Filed alphabetically. (Never.) 4 x 5½ cards, 24 ft., in 6 drawers of wooden filing cases. R. 14, basement. (1416)

51. CARD RECORD OF DEPORTEES, July 1, 1926 to date. Form 522, giving Bureau file number, name of alien, district file number, location, place detained, at whose expense, cost of maintenance per day, nationality, date W-D was issued, place to which ordered deported, charges in W-D, whether or not alien has passport, by whom passport is to be secured, port of entry, and at whose expense to be deported. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 ft., in 6 wooden card cabinets. R. 14, basement. (1423)

52. CHINESE FILES, INCLUDING DETROIT AND BUFFALO TRANSIT, Jan. 1, 1926 to date. See entry 23. Filed alphabetically. (Rarely, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 124. (1453)

53. EXTENSION OF STAY, July 1, 1926 to date. Correspondence inquiring about extension; Form 639, application for extension; Form 637 (superseded by Form 553), bond; Form 599, notice to principals and sureties of accountability; Form 533-A-1, receipt

of immigration officer for U. S. bonds accepted as security; and Form 553-A-3, power of attorney. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 24 ft., in 12 drawers of steel filing cases. R. 14, basement. (1399)

54. EXAMINER'S REPORT OF RECOMMENDATIONS AT FINAL HEARINGS, 1928 - 1935. Form 2357, showing date of hearings, court number, recommendations on petitions heard, number to be granted, denied, or continued, and totals, with name of judge signing lists, date signed. and remarks, with signature of the designated examiner of officer. Filed alphabetically. (Never.) 3 x 5 cards, 3 in., in wooden card cabinet. R. 14, basement. (1443)

55. EXAMINER'S DAILY REPORT OF PRELIMINARY HEARINGS, Sept. 13, 1928 - Jan. 1, 1936. Naturalization Service From 2356, showing date of hearings, court number, number of petitioners called for hearings, number of petitioners examined, and number of witnesses examined; under tentative recommendations appear: number to be granted, number to be denied, number to be continued, and totals; with signature of designating examiner or officer. Filed alphabetically. (Never.) 3 x 5 cards, 1 ft., in wooden card cabinet. R. 14, basement. (1430)

56. APPEALS, July 1, 1928 to date. Appeals by aliens from decisions of the Board of Special Inquiry, denying admission to U. S.; Form 611, heading for testimony, giving Board of Special Inquiry number, date, appearances, board numbers, by whom alien was held, cause for holding and entire testimony of the alien. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 14 ft., in 7 drawers of steel filing cases. R. 14, basement. (1394)

57. IDENTIFICATION CARDS [illegible]MIGRANTS AND SEAMEN, July 1, 1928 to date. Requests for advice as to how to proce[illegible] in order to secure another card, the original having been lost; transcribed minutes of testimony; and Form 505, certificate of admission. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1403)

58. INVESTIGATIONS, July 1, 1928 to date. Anonymous and signed letters on legality of entrance into U. S., letters from law enforcement agencies stating that a suspect is illegally here, statements from witnesses, testimony of the person being investigated, photographs, fingerprints, criminal record, and all reports of inspectors on findings. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 58 ft., in 29 drawers of steel filing cases. R. 14, basement. (1405)

59. RECORD OF VOLUNTARY DEPARTURES, 1928 to date. Form 642, giving name, sex, age, marital status, nationality, race, place where entered the U. S., if inspected at time of entry, by whom apprehended, grounds, if any, for exclusion at time of entry; name of place where the voluntary departure was permitted, and date, with signature of inspector; on reverse side is place where permission is granted for voluntary departure from U. S. and date, with signatures of alien and witness.

Filed chronologically. (Rarely, official.) 3 x 5 cards, 7 in., in drawer of steel filing case. R. 14, basement. (1422)

60. RECEIPTS FOR IMMIGRANT IDENTIFICATION CARDS, July 1, 1928 to date. Name, card number, and statement of receipt of card. Filed alphabetically. (Rarely, official.) 3 x 5 sheets, 2 ft., in 2 wooden card cabinets. R. 14, basement. (1417)

61. ADMINISTRATIVE CORRESPONDENCE AND REPORTS, July 1929 to date. Correspondence on buildings and quarters occupied by the service in this district; commendations or criticism received from outside the service or from the department relating generally to work of the district; correspondence relative to forms and form letters prepared for use in the district; employees' identification cards for government transportation, and motor-fuel tax exemption identification cards; correspondence relating to badges and uniform insignia; applications for positions and transfers; copies of recommendations as to increase or decrease in omnibus personnel; newspaper clippings, radio broadcasts, public addresses, and other publicity matters; semi-annual property report including all correspondence relating to property, automotive equipment, firearms and ammunition, boats and marine motors, and all reports dealing with special subjects from time to time requested by the service or by officers in the district; and border patrol annual reports on immigration and naturalization. Filed by subject. (Daily, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing cases. R. 14, basement. (1432, 1441)

62. APPLICANTS (ADMISSION AT CANADIAN PORTS OF ENTRY FROM OVERSEAS NOT PROPERLY BOOKED), June 1, 1929 to date. Correspondence with steamship companies on aliens who came to Canada for a visit and who desire to enter the U. S., but concerning whom no passport or visa was ever made to enter the U. S.; statements of aliens; report of admission to Canada; correspondence regarding the agreement existing between the various steamship companies with respect to the return of such persons; and copies of the agreements with the steamship companies. Filed alphabetically. (Rarely, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 14, basement. (1400)

63. BONDS AND DEPARTURES NOT OTHERWISE CLASSIFIED AND PROVIDED FOR, Jan. 1, 1929 to date. Correspondence with other district offices and steamship companies concerning location of aliens and bonding and forfeiture of monies on breach of bonds; also applications by aliens for entry. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 3 ft. 6 in., in 3 drawers of steel filing case. R. 14, basement. (1415)

64. CERTIFICATE OF REGISTRY, Mar. 2, 1929 to date. Form 558, giving name, age, date of arrival, place of arrival, nativity, height, complexion, color of eyes and hair, place and date of registry, record of registry number, and photograph. Filed alphabetically. (Rarely, official.) 3 x 5 cards, 1 ft., in wooden card cabinets. R. 14, basement. (1421)

65. CITIZENSHIP, LOST PAPERS, July 1, 1929 to date. Form 2600, application for certificate in lieu of lost and mutilated papers; the application is submitted with two photographs. After verifying the information, the examiner makes his report on Form 2604 which is then sent to Washington for a new certificate; Washington then issues the new certificate and sends it to this office; the applicant is notified to come and get the original. The copy is sent back to Washington. Filed numerically. (Rarely, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 124. (1448)

66. CITIZENSHIP, LOST PAPERS INVOLVING FEE, July 1, 1929 to date. See entry 65. Filed numerically. (Daily, official.) 9 x 12 folders and wrappers, 6 ft. 8 in., in 4 drawers of steel filing case. R. 124. (1450)

67. DAILY REPORT, FEES COLLECTED, July 1, 1929 to date. Form 1044, showing all fee receipts; Form 1046, record of fees turned into the central office monthly; refund naturalization fees; and Form 166, refund recommendations. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 124. (1446)

68. DAILY SCHEDULES OF COLLECTIONS, July 1, 1929 to date. Form 20-F, copy of receipt for fee paid by person for certificate of arrival, showing date, name, address, and whether or not it was for declaration of intention or for petition of naturalization; this form is made out in triplicate, two copies to be mailed to Washington, one copy remaining in this office placed in a bound volume. Filed numerically. (Daily, official.) 9 x 12 vols., 16 ft., on filing cases. R. 124. (1440)

69. INVESTIGATIONS, July 1, 1929 to date. See entry 58. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 4 ft., in drawer of steel filing case. R. 124. (1463)

70. NATURALIZATION, CANCELLATION OF CERTIFICATE OF CITIZENSHIP (PENDING), July 1, 1929 to date. See entry 42. Filed numerically. (Daily, public, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 124. (1444)

71. NATURALIZATION, REGULAR APPLICATIONS, July 1, 1929 to date. Form A-2213 or A-2214, application for first papers; Form 505, certificate of admission of alien; Form 160-1M or 161-1M, certificate of arrival. Filed numerically. (Daily, official.) 9 x 12 folders, 170 ft. 7 in., in 89 drawers of steel filing cases. R. 124. (1452)

72. NATURALIZATION, SPECIAL APPLICATIONS, July 1, 1929 to date. Applications for citizenship where no fee number is assigned by this district, such as married women who require no certificate of arrival, or applications which were transferred here from another district which has accounted for the fee; correspondence; Form 822, Form 2362 which is submitted with two photographs in an

attempt to verify entry if alien arrived prior to June 29, 1906, and a mimeographed form telling the alien that the information he gave was incomplete or incorrect. Filed by subject. (Daily, official.) 9 x 12 folders, 50 ft., in 25 drawers of steel filing cases. R. 124. (1445)

73. PROSPECTIVE APPLICANTS, July 1, 1929 to date. Correspondence with or concerning prospective applicants under any provisions of naturalization laws; when an actual application is received, this file is combined with the actual application filed. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft. 9 in., in drawer steel filing case. R. 124. (1447)

74. REGISTRATION, July 1, 1929 to date. Form 659, application of person desiring to register; attached is photograph of applicant; proof of residence, usually in affidavit form; letters containing records of employment from individuals, firms and corporations by whom the applicant has been employed; testimony of two witnesses who knew applicant's residence at points other than Buffalo; letters from police departments and other law enforcement agencies; records of conviction; fingerprints of applicant taken in law violations; Form 553 request for verification of entry; Form 672, used for transmitting to Washington data of the hearing accorded to the applicant; and recommendations of the District Director. Filed alphabetically. (Daily, official.) 8½ x 11 jackets 60 ft., in 30 drawers of steel filing cases. R. 14, basement. (1411)

75. REGISTRATION, July 1, 1929 to date. See entry 74. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 4 ft., in 2 drawers of steel filing case. R. 124. (1467)

76. STATISTICS FILE, July 1, 1929 to date. Monthly reports of arrivals submitted by each sub-district; correspondence regarding fines and bills; monthly reports of status of collection of fines, head tax refunds, head tax statements, and bills; reports of Customs Collectors on collections and settlements; monthly reports of inward and outward passenger movements including pre-examined cases; manifests furnished by Canadian immigration officer containing names of residents and citizens who leave U.S. for permanent residence in Canada; general monthly reports containing statistical data regarding all immigrants and naturalization work performed; Form 602-A, district monthly report, showing non-statistical debarred reports; copies of warrants of deportation; letters notifying the authorities at ports of deportation of aliens; daily and monthly summary of statistical admissions or exclusions; manifest cards from the ports for checking; and Form 643, monthly summary submitted by the Board of Patrol. Filed alphabetically and chronologically. (Daily, official.) 9 x 12 folders, 20 ft. 10 in., in 11 drawers of steel filing cases. R. 14, basement and 124. (1434, 1439)

77. VERIFICATION OF ENTRY, July 1, 1929 to date. See entry 48. Filed by subject and chronologically. Index. (Rarely, official.) 8½ x 11 jackets, 3 in., in drawer of steel filing case. R. 124. (1469)

78. CONTRACT LABOR CASES, July 1, 1930 - July 1, 1931; July 1, 1934 to date. See entry 30. Filed alphabetically. (Daily, offical.) 8½ x 11 jackets, 1 ft. 3 in., in drawer of steel filing case. R. 124. (1461)

79. INSPECTIONS, Jan. 1, 1930 to date. Correspondence with respect to the inspections, telegrams advising the approval of aircraft and steamers, letters directing inspections at a certain time, and place and method of inspection with letters from inspectors in regard to the same. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in 2 drawers of steel filing case. R. 14, basement. (1402)

80. REMOVALS, Jan. 1, 1931 to date. Form 543, application for removal; Form 505, certificate of admission of alien; and photographs. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1410)

81. APPEALS, July 1, 1932 to date. See entry 56. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 1 ft., in drawer of steel filing case. R. 124. (1454)

82. CITIZENSHIP - ACTUAL APPLICATION FOR DERIVATIVE CERTIFICATE OF CITIZENSHIP, Mar. 1932 to date. See entry 35. Filed numerically. (Daily, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 124. (1451)

83. MISCELLANEOUS CORRESPONDENCE, July 1, 1933 to date. See entry 41. Filed alphabetically. (Rarely, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 124. (1462)

84. COMMUNISTS, INCLUDING THE VOLUNTARY DEPARTURE OF EMMA GOLDMAN IN APRIL, 1934. Communist papers, periodicals, printed books, cartoons, and the register of the Communist Party; photostatic copies of the voting register; Form 533, request for verification of entry; Form 505, certificate of admission of alien; included is a file regarding Mrs. James Colton (Emma Goldman). Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of steel filing case. R. 14, basement. (1414)

85. BONDS AND DEPARTURES NOT OTHERWISE CLASSIFIED AND PROVIDED FOR, July 1, 1934 to date. See entry 63. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 6 in., in drawer of steel filing case. R. 124. (1472)

86. COMMUNISTS, Jan. 1, 1934 to date. Communist literature and photostatic copies of the voting register. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 8 in., in drawer of steel filing case. R. 124. (1471)

87. REMOVALS, July 1, 1935 to date. See entry 80. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 3 in., in drawer of steel filing case. R. 124. (1468)

88. DEPORTATIONS FROM OTHER DISTRICTS, DEPORTATION PARTIES, CHECK-OUTS, AND VERIFICATIONS, July 1, 1936 to date. See entry 38. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 6 in., in drawer of steel filing case. R. 124. (1456)

89. EXTENSIONS OF STAY, July 1, 1936 to date. See entry 53. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 1 ft., in drawer of steel filing case. R. 124. (1457)

90. IDENTIFICATION CARDS, IMMIGRANTS AND SEAMEN, July 1,1936 to date. See entry 57. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 1 in., in drawer of steel filing case. R.124. (1460)

91. LOOKOUT NOTICES, July 1, 1936 to date. See entry 40. Filed numerically. (Daily, public, official.) 8½ x 11 jackets, 4 in., in drawer of steel filing case. R. 124. (1464)

92. PERMITS TO RE-ENTER THE UNITED STATES, July 1, 1936 to date, See entry 44. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 1 ft., in drawer of steel filing case. R.124. (1458)

93. REPORTS OF DISAPPEARANCES AND REPORTS OF ALIENS DETAINED AS DEPORTATION CASES, July 1, 1936 to date. See entry 47. Filed by subject and chronologically. (Monthly, official.) 8½ x 11 jackets, 2 in., in drawer of steel filing case. R. 124. (1466)

94. CARD RECORDS OF DEPORTEES, Jan. 1, 1937 to date. See entry 51. Filed alphabetically. (Daily, official.) 5 x 8 cards, ½ in., on desk. R. 124. (1474)

95. CERTIFICATES OF REGISTRY, Jan. 6, 1937 to date. See entry 64. Filed alphabetically. (Rarely, official.) 3 x 5 cards, ½ in., on desk. R. 124. (1473)

96. COMPLAINTS, Jan. 1, 1937 to date. See entry 36. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 in., in drawer of steel filing case. R. 124. (1470)

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Terminal Administration Bldg. 1
Peace Bridge, foot of Vermont St.

This office was opened in 1920 as a branch of the Buffalo substation. In 1923 it became a substation of the Buffalo

district office, but with no change of functions. Some records have been lost but the extent and dates of these losses are unknown. Certain records are sent periodically to District Headquarters and others have been destroyed by permission. No other quarters have been occupied, although, prior to 1924, some of the personnel was located at the Niagara Street Office.

97. MANIFEST CARDS ON INDIVIDUALS, 1920 to date. Form 548, record of individuals entering this country either permanently or temporarily. Filed alphabetically. (Daily, official.) 5 x 8 cards, 184 ft., in 92 drawers of wooden filing cases. Inspection Room. (1475)

98. B.S.I. RECORD BOOKS, 1921 to date. Day books showing all who were admitted or rejected; this information is also contained in B.S.I. reports; previous books kept at Grand Trunk Railway Station, Black Rock, Buffalo; current B.S.I. record book is kept at the Grand Trunk Station, and all entries are sent to this office. Filed chronologically. (Daily, official.) 7 x 14 vols. (11), 1 ft. 4 in., metal book rack. Inspection Room. (1476)

99. LOOKOUT CARDS, 1924 to date. Information on rejections of aliens at other ports, why they were rejected, and why deported; these cards are filled out in longhand from information received from Washington and branch offices. Filed alphabetically. (Daily, official.) 3 x 5 cards, 80 ft., in 40 drawers of wooden filing cases. Inspection Room. (1477)

100. PERSONNEL FILE, Aug. 1924 to date. History of all persons connected with this office. Filed alphabetically. (Daily, confidential.) 8½ x 11 jackets, 6 ft., in drawers of metal filing case. File Room. (1481)

101. B.S.I. FILE, 1934 to date. Minutes of all meetings of the Board of Special Inquiry; previous records are kept at the Grand Trunk Railway Station, Black Rock, Buffalo, N. Y. Filed chronologically. (Daily, official.) 8½ x 11 jackets, 2 ft., in drawer of wooden filing case. File Room. (1478)

102. CORRESPONDENCE ON CLOSED CASES, 1934 to date. General correspondence on contract labor cases, warrant cases, illegal entries, verification cases, and information on commuters; data on hockey club, as all players entering must be bonded; and expense vouchers, pay roll, personnel, etc.; previous files are at the Grand Trunk Railway Station, Black Rock, Buffalo, N. Y. Filed by subject. (Weekly, official.) 8½ x 11 jackets, 46 ft., in 23 drawers of steel filing cases. File Room. (1479)

103. CORRESPONDENCE ON OPEN CASES, 1935 to date. See entry 102. Filed by subject. (Daily, official.) 8½ x 11 jackets, 4 ft., in drawer of wooden filing case. File Room. (1480)

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Grand Trunk Railway Station.
1761 Niagara St., Black Rock

This office was used in 1903 as the sole immigration station for the Buffalo area. Prior to this date a Chinese office had been located here and some records of this earlier Customs agency have survived. In 1924, shortly after Buffalo became the headquarters for District 7, this agency became a substation. Many of the records in this office relate to the work of an area larger than is now covered by this substation. Some have been lost by accident, but the extent or dates of these losses cannot be ascertained.

104. CERTIFICATES OF IDENTIFICATION OF CHINESE AND APPLICATIONS FOR CERTIFICATES OF IDENTIFICATION OF CHINESE, Mar. 30, 1887 - Dec. 23, 1907. Certificates issued by Collector of Customs at a port of departure which are furnished to the Chinese Merchant departing from the U. S., to be produced to the customs officers on his return; gives name, age, occupation, place of business, height, complexion, color of eyes, and physical marks; these certificates are used by a Chinese to facilitate his return and re-entry into the U. S.; it was necessary for a Chinaman, in returning from a trip to a foreign country (usually China), to show that he had a business requiring his attention, or a family, or some reason why he should be allowed to re-enter. (Never.) 4 x 8½ bundles, 10 in., on wooden shelf. Attic. (1486)

105. CASE BOOK, Jan. 1902 - Oct. 1905. Form 1947. Filed chronologically. (Never.) 8 x 10 vol., 1 in., on wood shelf. Attic. (1520)

106. CERTIFICATES OF MEDICAL EXAMINER, May 19, 1902 - Apr. 28, 1905. Handwritten reports on a printed form headed certificate to Board of Special Inquiry, May 19 - Nov. 5, 1902; Medical Division Form 1541, certificate, Sept. 11, 1902 - Mar. 9, 1903; Public Health and Marine Hospital Service, Mar. 28, 1903 - July 30, 1904. Form 147, certificate that alien has a certain disease or physical condition. Entered chronologically. (Never.) 9 x 11 vol., 3 in., on wooden shelf. Attic. (1507)

107. PRESS LETTERS, Nov. 10, 1902 - Dec. 31, 1912. Letters written by the Chinese Inspector to his daily activities, reports on cases of arrests made by him, deportation of Chinese, smuggling of Chinese, daily letters on office discipline, pay checks, leaves of absence, and illegal entry into the U. S. of Chinese. Entered alphabetically. (Never.) 8½ x 11 vol., 4 ft. in wooden compartment. Attic. (1526)

108. MISCELLANEOUS BOOKS, 1902 - 1930. Handwritten books with titles as follows; manifest index book, 1903 - 1913; transit memorandum book, 1923 - 1930; record of immigrants, 1902 - 1903; commuters record, 1927 - 1928; and visas listed 1927 - 1930. Filed alphabetically. (Never.) 10 x 12 vols. (8), 10 in., on shelf. Bindings broken. 2d floor. (1552)

109. DAILY AND WEEKLY REPORTS OF CHINESE INSPECTORS, July 20, 1903 - Oct. 31, 1908. Reports made out daily by inspector at Rochester, N. Y., giving list of daily actions during each week, and places visited in the line of duty, the people contacted, and any information obtained regarding Chinese. Filed chronologically. (Never.) 4 x 8½ document file (6), 2 ft. 9 in., on wooden shelf. Dirty. Attic. (1514)

110. RECORD OF IMMIGRANTS REFUSED ADMISSION TO THE U. S., July 1903 - May 1913. Form 1580a, Filed chronologically. (Semiannually, official.) 11 x 17 covers, 2 in., on wooden shelf. Papers dirty and sooty. Bindings broken. Ink faded. Attic. (1523)

111. MANIFEST SLIPS ON INDIVIDUALS, 1903 - 1920. Form 187, record of individuals entering this country either permanently or temporarily; subsequent files are at the Peace Bridge; in 1920 this form was replaced by Form 548. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 75 ft., in 35 wooden holders. 2d floor. (1551)

112. MISCELLANEOUS BOOKS, 1903 - 1932. Record of warrant cases, 1903 - 1932; jail detentions in Rochester, undated; bus records, 1930 - 1932; cash records, 1931 - 1932; transportation requisitions, 1912 - 1914; returning U. S. Citizens, 1913 - 1916. Filed alphabetically. (Never.) 8 x 11 vols. (6), 1 ft. 6 in., on shelves. Attic. (1534)

113. B.S.I. FILE, 1903 - 1934. Minutes of all meetings of the Board of Special Inquiry which meets when an appeal to enter is made by an alien. Filed chronologically. (Monthly, official.) 8½ x 11 jackets, 80 ft., in 11 wooden filing cases and 27 wooden holders. Dirty. 2d floor. (1548)

114. TRAIN BOOKS, OLD, 1934. Records of trains coming in, giving name of railroad, number of train, when due, when met by inspector, time arrived at station, when inspection was completed, number of passengers taken off, number admitted by inspector, conductor's name, number of passengers, number of aliens of whom a record is taken, inspector's initials, and aliens examined. Filed chronologically. (Never.) 7 x 14 vols., 2 ft. 6 in., on 2 wooden shelves. Dirty, bindings broken. Attic. (1533)

115. CHINESE CORRESPONDENCE, MISCELLANEOUS, 1904 - 1907. Copies of telegrams, postponements of cases, reports giving manner in which smugglers worked in Canada two or three years ago, letters to Chinese Inspector at Cleveland, correspondence with the Inspector of Immigration at Washington, D. C., and the Chinese Inspector at Buffalo, expense reports for repairs to buildings, copies of Chinese

exclusion laws, sick leave records of inspectors, traveling expense records, and transfers. Filed chronologically. (Never.) 4 x 9 sheets, 1 ft. 2 in., on wooden shelf. Dirty. Attic. (1511)

116. GENERAL CORRESPONDENCE FILES OF THE CHINESE OFFICE, July 5, 1904 - Nov. 20, 1907. Pertains to lease of office premises, rental of mail boxes, requisitions for supplies, details of various inspectors for duty, leaves of absence, vouchers of all employees for expenses and salary, appointments of inspectors, oaths of office of employees, report for fiscal year, entry of Chinese tourists and Chinese students for temporary sojourns in the U. S., and office discipline and morale. Filed numerically. (Never.) 4 x 8 bundles, 3 ft., on wooden cabinet. Attic. (1488)

117. STEAMSHIP LANDINGS, 1904 - 1929. Books with entries, showing Canadian port of entry of steamships, name of steamship, name of line, and date of arrival. This method discontinued in 1929. Filed alphabetically. (Never.) 8½ x 15 vol., 3 in., on wooden shelf. Bindings broken. Attic. (1530)

118. MEDICAL CERTIFICATES, July 1905 - 1919. Certificates state whether alien is a visitor or transient, affliction, part of body afflicted, signature of surgeon, remarks and endorsements, and signatures of aliens and immigrant inspector. (Rarely, official.) 5 x 9 bundle (4), 1 ft. 8 in., on wooden shelf. Dirty. Attic. (1519)

119. EFFICIENCY FILE, Aug. 1, 1906 - June 1, 1909. Forms 591 and 592, giving habits, temperament, ability, attention to duties, and ratings. (Never.) 8½ x 11 sheets, ½ in., on open wooden shelf. Attic. (1503)

120. ACKNOWLEDGEMENT OF SALARY CHECKS, Dec. 6, 1907 - July 7, 1909. Typewritten letters; on the outside of the bundle was written "Chinese Files 505/1 to 512/1, inclusive. (Never.) 8½ x 11 bundle, ¼ in., on open wooden shelf. Attic. (1505)

121. DAILY AND WEEKLY REPORTS OF CHINESE INSPECTORS AND RELATED GENERAL CORRESPONDENCE, Nov. 20, 1907 - July 31, 1909. Reports made out by inspectors for Buffalo and vicinity, giving daily activities, places visited, people contacted, and information obtained with respect to Chinese; correspondence is with higher officials and officials at other ports and contains much of the information obtained from the daily reports. (Never.) 8½ x 11 bundle, ½ in., on wooden shelf. Attic. (1504)

122. EMPLOYEES' GENERAL CORRESPONDENCE, Nov. 29, 1907 - July 14, 1909. Letters pertaining to habits, ability, and schooling of the various employees, together with general correspondence with superior officers with respect to the employees. (Never.) 8½ x 11 bundle, 1½ in., on wooden shelf. Attic. (1501)

123. PAY ROLL, Nov. 11, 1907 - July 10, 1909. Certifications of all employees for the pay roll. (Never.) 8½ x 11 bundle, ½ in., on open wooden shelf. Attic. (1489)

124. PROPERTY ACCOUNT, Nov. 15, 1907 - Nov. 3, 1909. Correspondence with various merchants with respect to office furniture, typewriter, rugs, mats, desk and all property purchased and repaired, together with an inventory of the "Black Rock Property" held by the agency. (Never.) 8½ x 11 bundle, 1 in., on open wooden shelf. Attic. (1506)

125. APPLICATIONS FOR POSITIONS IN CHINESE OFFICES, Apr. 3, 1908 - Mar. 17, 1909. Applications and miscellaneous correspondence, information on furniture and supplies, electrical work, iron work, painting, decorating, etc.; correspondence between Customs Collector at Buffalo and Washington, D. C. (Never.) 8½ x 11 folders, 2 in., on wooden shelf. Dirty. Attic. (1516)

126. FILES OF CHINESE OFFICE, 1908 - 1918. Expense vouchers, time cards, lists of dope suspects, Chinese smuggler suspects, and some of smugglers' activities; also list of Chinese laundries and restaurants in St. Catherines, Ontario, a number of Chinese letters, letters between smugglers, photographs of smugglers, lists of employees and officers attached to office of the Chinese Inspector, and correspondence between Chinese Inspector and the Commissioner at Montreal. Filed chronologically. (Never.) 8½ x 11 bundle (2), 1 ft. 2 in., on wooden shelves. Dirty, torn. Attic. (1508)

127. SPECIAL EMPLOYEES OF CHINESE OFFICE, May 26, 1908 - Apr. 27, 1909. Names and classifications of employees, miscellaneous correspondence, telephone expenses of office, and telegraph identification cards. (Never.) 8½ x 11 bundles, 4 in., on wooden shelf. Dirty. Attic. (1517)

128. CHINESE HEARINGS, RULLINGS AND COURT DECISIONS, Apr. 1, 1910 - Dec. 31, 1914. Hearings in various Chinese deportation cases, (Apr. 2, 1910 - Jan. 1, 1912); correspondence between the agency and the Commissioner of Immigration on same as to status of cases and progress being made from time to time; letters from Commissioner of Immigration on rulings of the Department, interpretations to be applied to concrete cases, and Bureau letters covering procedure to be followed (Apr. 1, 1910 - Dec. 31, 1914). (Never.) 9 x 11 bundle, 2 in., on wooden shelf. Attic. (1490)

129. DOCKET OF DEPORTATION CASES, 1910 - 1920. Form 507. Filed alphabetically. (Never.) 5 x 8 bundle, 4 ft., on wooden shelf. Dirty. 2d floor. (1545)

130. REJECTION NOTICES (OLD FILES), 1910 - 1920. Notices of rejection of aliens who were apprehended at this port of entry, and also on those who appealed their cases before the Board of Special Inquiry. Filed alphabetically. (Never.) 8½ x 11 bundle, 3 ft., on wooden shelf. Dirty. Attic. (1531)

131. STENOGRAPHERS' NOTEBOOKS, Mar. 25, 1910 - Feb. 1, 1934. Shorthand and longhand notes of hearings before Board of Special Inquiry. Arranged numerically from 1 to 769. (Never.) 4 x 8 covers, 28 ft., in wooden cabinet. Attic. (1494)

132. ADMISSION INDEX FILE (CLOSED), 1911 - 1914. Name and age of persons applying for admission to this country, and disposition of application. Filed alphabetically. (Never.) 3 x 5 cards, 12 ft., in 6 wooden card cabinets. 2d floor. (1541)

133. B.S.I. RECORD BOOKS, 1911 - 1921; 1934 to date. Day book of entries of all Board of Special Inquiry cases and all other inspections of aliens, showing all who were admitted or rejected; this information is also contained in B.S.I. reports; books from 1921 - 1934, are kept at the Peace Bridge. Entered chronologically. (Daily, official.) 7 x 14 vols. (9), 1 ft. 1 in., in wooden cabinet. 2d floor. (1546)

134. ALIEN VISITORS HEAD TAX CERTIFICATE (CLOSED), 1913 - 1920. Form 514. (Terminally, official.) 5 x 7 bundle, 5 ft., on wooden shelf. Dirty. Attic. (1529)

135. WARRANT FILES, Jan. 1, 1913 - Dec. 31, 1923. Deportation cases containing the complete history of each case of smuggling of aliens, including Chinese, deportation of aliens, where warrants of deportation were issued, and all the reports of inspectors and any outside persons whose statements have been secured, together with verbatim testimony of all witnesses at hearings, and the recommendation of the hearing officers. Filed alphabetically. (Never.) 8½ x 11 folders, 58, ft., in 18 wooden filing cases and on open shelf. Dirty. Attic. (1525)

136. ANNUAL AND SICK LEAVE REPORTS, 1913 - 1924. Record of all leaves taken by employees. Filed alphabetically. (Never.) 8½ x 11 bundle, 3 in., on wooden shelf. Dirty. Attic. (1527)

137. MOVEMENT OF CHINESE, Dec. 16, 1914 - Dec. 10, 1917. Information as to how many legitimate Chinese entered and left the port on trains, as sent by inspector in charge to immigrant inspector at New York. Filed chronologically. (Never.) 9 x 11 bundle, 1½ in., on wooden shelf. Attic. (1497)

138. ALLEN FILE, Feb. 24 - June 16, 1915. Copies of reports of daily activities of George R. Allen, inspector, written to the Chinese inspector in the Federal Building. Filed chronologically. (Never.) 8½ x 11 bundle, ½ in., on wooden shelf. Dirty. Attic. (1512)

139. CHINESE SUSPECTS, July 1 - Sept. 29, 1915. Notes with a list of persons suspected of smuggling Chinese, places frequented by them, and other identifying data. (Never.) 9 x 11 bundle, ½ in., on wooden shelf. Attic. (1493)

140. DING AN INVESTIGATION, Mar. 1 - Oct. 4, 1915. Correspondence, reports, statements, and notes on investigation of a large smuggling ring engaged in smuggling Chinese across the boarder; this was a special investigation of a man named Dingman. (Never.) 9 x 11 bundle, 1 in., on wooden shelf. Attic. (1496)

141. INFORMANTS, Mar. 4 - Aug. 4, 1915. Letters from informants telling of persons engaged in smuggling of aliens; prior to records are in the entry: "Chinese Correspondence Miscellaneous"; later records are in the District Director's Office in the Federal Building. (Never.) 5 x 8 bundle, ⅛ in., on wooden shelf. Dirty. Attic. (1510)

142. VIOLATIONS OF CUSTOMS RULES, Apr. 1 - June 12, 1915. Papers showing various violations by boat owners and operators, as to lights, equipment, and practices; kept by agency as a possible lead to them in Chinese smuggling cases. (Never.) 9 x 11 bundle, ¼ in., on wooden shelf. Attic. (1499)

143. U. S. vs. GEORGE AND FRED SHUHMAN, Mar. 28, 1915 - Mar. 10, 1916. This case lasted for about a year and finally ended in an indictment against twelve people convicted of a conspiracy in violation of Immigration laws on the smuggling of Chinese; includes statements of witnesses, affidavits of witnesses, reports of inspectors, inspectors' notes on information received, names and addresses of informers, informers' reports to inspectors, telephone notes of conversations, and copies of letters from officers to their superiors, giving data on progress of investigation which involved about twenty people. Filed chronologically. (Never.) 8½ x 13 bundle, 1 in., on wooden shelf. Attic. (1518)

144. LANDIS FILE, Jan. 1, 1915 - Dec. 31, 1917. Copies of reports of daily activities of inspector in charge, Harry R. Landis, to Samuel D. Dodds, Chinese inspector, 235 Federal Building, and shows places visited, time spent on river, information on Chinese smuggling activities, and confidental data from informers. (Never.) 8½ x 11 bundle, 8 in., on wooden shelf. Dirty. Attic, (1509)

145. DETROIT SUSPECTS, Feb. 17, 1915 - Oct. 14, 1919. Correspondence between this agency and the Detroit agency with respect to persons in Detroit suspected of being engaged in the smuggling of Chinese, together with an exchange of information on such persons, the sources of information, and confidential information from informers. (Never.) 9 x 11 bundle, ½ in., on wooden shelf. Attic. (1498)

146. CHINESE HEARINGS AND INVESTIGATIONS, Dec. 2, 1916 - Apr. 1, 1918. Hearings on Chinese deportation cases, correspondence, statements, and reports in various investigations of smuggling of Chinese, photographs of Chinese persons with a detailed description of each. (Never.) 9 x 11 bundle, 1½ in., on wooden shelf. Attic. (1491)

147. INFORMATION, May 28, 1917 - July 26, 1918. Descriptive list of automobiles seen conveying Chinese, telegrams pertaining to smugglers, list of names of various suspects, and anonymous letters regarding these suspects. Filed chronologically. (Never.) 8½ x 11 bundle, 1 in., on wooden shelf. Dirty. Attic. (1515)

148. ALIEN VISITORS' HEAD TAX CERTIFICATE, 1917 - 1921. Certificates in book from certifying that the alien visitor claims

to be entering the U. S. for a temporary sojourn only, and has paid a head tax. (Never.) 5 x 8 pads with covers, 2 ft., on open shelf. Dirty. Attic. (1428)

149. CERTIFICATE RECORD BOOK, May 3, 1917 - July 20, 1923. Record of head tax certificates issued, name of alien, where from, name of railroad carrying him, guarantee number of railroad, and date head tax was refunded or manifested. Entered chronologically. (Weekly, official.) 7 x 14 vol., 4 in., in wooden cabinet. 2d floor. (1544)

150. BRITISH AND CANADIAN RECRUITING MISSION, Aug. 1 - Oct. 31, 1918. Letters from Mission headquarters, Philadelphia, Pa., and from local mission located at Buffalo, N. Y., to the immigration inspector in charge, certifying that certain named men passing through Frontier Station, Buffalo, for service in British and Canadian armies or navies are not citizens of the U. S., with this correspondence are affidavits from the individuals giving the name, age, residence of the recruit, and the fact that he was either a British or Canadian subject, and not a citizen of the U. S. (Never.) 9 x 12 bundle, 4 in., on wooden shelf. Attic. (1502)

151. CHINESE DEPORTATION FILE, Oct. 31, 1918 - Apr. 17, 1919. Testimony, affidavits, letters, etc., covering four cases of deportation of Chinese who were caught in a laundry in Buffalo. Filed chronologically. (Never.) 8½ x 13 bundle, 1 in., on wooden shelf. Dirty. Attic. (1513)

152. POLISH ARMY IN FRANCE - LIST OF RECRUITS, May 1, 1918 - Feb. 3, 1919. List of recruits passing through the Frontier Station, Buffalo, to the camp in Niagara-on-the-Lake, Ontario, Canada; Form D, giving number of recruits from what recruiting center they came, the commanding officer, and where they are to report; these lists of recruits were furnished to the immigration inspector in charge to show the information, and were used to allow the U. S. to check up as to whether the U. S. had any objections to the alien leaving the country; also correspondence between immigration officer at Black Rock Station, Buffalo, and headquarters in Washington, having to do with the requirement that Polish aliens, entering Canada for the purpose of enlistment with a foreign army or navy, present a special certificate to the effect that the U. S. government had no objection to such persons leaving the U. S. Filed chronologically. (Never.) 9 x 11 bundle, 3⅓ in., on wooden shelf. Attic. (1500)

153. BOAT HOUSE FILE, Jan. 1, 1918 - Dec. 31, 1921. Correspondence in respect to the boathouse, the leasing thereof, the repair of same, etc. (Never.) 9 x 11 bundle, ½ in., on wooden shelf. Attic. (1492)

154. STEAMSHIP AND AEROPLANE MANIFESTS, CLOSED, 1918 - 1935. Form 680, for steamship, and Form 663, for aeroplane. Filed

alphabetically and chronologically. (Semiannually, official.) 8½ x 11 bundles, 38 ft., on wooden shelves. Dirty. Attic. (1532)

155. SEIZED CHINESE LETTERS AND TRANSLATIONS, Oct. 30 - Dec. 10, 1919. Letters on Chinese paper with Chinese characters seized by an immigration inspector while a raid was being conducted by him in a gambling house, disclosing prices offered for illegal entry into this country, counterfeit certificates of entry used, smuggling of medicines and other articles, etc. (Never.) 9 x 11 bundle, 2 in. on shelf. Attic. (1487)

156. U. S. PATROL BOAT SARACEN II, Sept. 13, 1919 - Nov. 30, 1921. Data on expenses of running this patrol boat, and bills and correspondence. (Never.) 9 x 11 bundle, ½ in., on wooden shelf. Attic. (1495)

157. ALIEN VISITORS' HEAD TAX CERTIFICATE, 1921 - 1935. Form 514. Filed chronologically. (Yearly, official.) 5 x 7 folders, 12 ft., in wooden cabinet. Dirty. 2d floor. (1549)

158. INSTRUCTIONS, 1924. Correspondence with District Director and inspector-in-charge at Peace Bridge, regarding firearms, political activity, letters of recommendation to employees, indexing, filing, office procedure, and overtime. (Daily, official.) 8½ x 11 paper jackets, 4 ft., in 2 drawers of wooden filing cases. 2d floor. (1547)

159. DETENTION OF ALIENS, 1924 - 1930. Vouchers for street car tokens, photographs, carting, passports, meals, and other expenses in connection with detention of aliens. Filed numerically. (Never.) 8½ x 11 jackets, 1 ft., in drawer of wooden filing case. 2d floor. (1537)

160. EASTBOUND AND WESTBOUND PARTIES, 1924 - 1930. Correspondence in connection with the deportation trains which run from coast to coast and pick up aliens at various points enroute. (Yearly, official.) 8½ x 11 jackets, 12 ft., in 4 drawers of metal filing cases. 2d floor. (1536)

161. WARRANT FILES, Jan. 1, 1924 - Dec. 31, 1934. Files contain history of each case involving a violation of the immigration laws, deportation of aliens, including Chinese, and all reports made; verbatim testimony as taken at the hearing, recommendations of inspectors, final outcome, exhibits in each case, warrants of deportation and warrants of arrest, contract labor cases which are not violations are filed with warrant cases. Filed alphabetically. (Rarely, official.) 8½ x 11 folders, 337 ft. 6 in., in drawers of 135 metal filing cases and wooden filing case. 2d floor. (1554)

162. TRANSPORTATION CORRESPONDENCE, TELEPHONE VOUCHERS, AND COPIES OF GOVERNMENT TELEGRAMS, 1924 to date. Correspondence in connection with requests for transportation, vouchers for calls made and telegrams, and copies of all telegrams. (Frequently, official.) 8½ x 11 jackets, 2 ft., in drawer of wooden filing case. 2d floor. (1540)

163. GENERAL CORRESPONDENCE, 1925 to date. Requests for information and correspondence relating to alien bonds. Filed alphabetically. (Daily, official.) 8½ x 11 jackets, 2 in., in drawer of wooden filing case. 2d floor. (1553)

164. RECORD OF ALIENS DETAINED IN JAILS THROUGHOUT THE DISTRICT, Mar. 1, 1927 - June 15, 1929. File number, name of alien, date detained, date released, and total number of days kept. Filed chronologically. (Rarely, official.) 9 x 14 vols. (3), 2 in., on open wood shelf. Dirty, bindings broken. Attic. (1522)

165. RETURN PERMITS LIFTED, Sept. 1927 - Apr. 1931. Records of aliens who have been legally admitted to the U. S. and want to go to Canada, showing when person left, when he returned, number of permit, and when the permit was mailed to Washington. Filed chronologically. (Monthly, official.) 7 x 14 vol., 1 in., in wooden cabinet. Bindings broken. 2d floor. (1535)

166. WARRANT CASES - INDEX BOOK, Jan. 1, 1928 - July 13, 1929. File number, name of alien, dates of application for warrant, warrant of arrest issued, warrant of arrest received, warrant of arrest forwarded, record received here, record forwarded, warrant of deportation issued, warrant of deportation received here and forwarded, date passport obtained, date of deportation, and whether warrant of deportation was cancelled or not. Filed chronologically. (Never.) 9 x 14 vol. (2), 1 in., on open wood shelf. Attic. (1524)

167. INDEX OF WARRANT FILE NUMBERS, Apr. 18, 1928 - Mar. 1, 1932. Name of alien, date, inspector assigned, and file number. Filed chronologically. (Rarely, official.) 8½ x 14 vol., 2 in., on open shelf. Attic. (1521)

168. CORRESPONDENCE AND VOUCHERS, 1930 to date. Expense vouchers and correspondence in connection with conduct of daily routine of local office. Filed by subject. (Semiannually, official.) 8½ x 11 jackets, 2 in., in drawer of wooden filing case. 2d floor. (1555)

169. COMMUTERS' AND NONIMMIGRANTS' FILE, Jan. 1 - Dec. 31, 1934. Information on all aliens commuting to this country and on aliens carrying on business in this country, which necessitates their entering at various times. Filed alphabetically. (Never.) 4 x 6 cards in wooden card cabinet. 2d floor. (1542)

170. TRAIN BOOKS, CURRENT, Mar. 1934 to date. Records of trains coming in, giving name of railroad, number of train, time due, when met by inspector, time arrived at station, when inspection complet-

od, number of passengers taken off, number of aliens on whom a record is taken, inspector's initials, and aliens examined; also number of passengers boarding through trains in Canada. Filed chronologically. (Daily, official.) 7 x 14 vol., 3 in., in wooden cabinet. 2d floor. (1550)

171. ALIEN VISITORS' HEAD TAX CERTIFICATE, ACTIVE FILE, 1935 to date. Certificates in book form stating that the alien visitor is entering the U. S. for a temporary sojourn only, and has deposited a head tax. (Daily, official.) 5 x 8 pads with covers, 1 ft., in wooden cabinet. 2d floor. (1538)

172. STEAMSHIP AND AEROPLANE MANIFESTS, 1935 to date. Form 663, for aeroplane, and Form 680 for steamship. Filed alphabetically. (Daily, official.) 8½ x 11 envelopes, 3 ft., in 2 drawers of wooden filing cases. Dirty. 2d floor. (1539)

173. CANADIAN REJECTION SLIPS, Mar. 1936 to date. Canadian Forms C.1 and C.A.1, orders for deportation stating why the Canadian Government will not let the person concerned enter that country. Filed alphabetically. (Daily, official.) 4 x 8 slips, 7 in., in wooden card cabinet. 2d floor. (1543)

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Ferry Landing Bldg.,
Foot of Ferry St.

This office was opened in 1924 and is under the jurisdiction of District 7. No records have been lost by accident but certain ones have been forwarded to the District Headquarters or destroyed by permission. No other quarters have been occupied.

174. ENTRIES AND REJECTIONS, May 1924 to date. Daily record of entries and rejections made at this office, showing name, age, race, country, date, disposition of case, and name of U. S. inspector on case. Entered chronologically. (Daily, official.) 8½ x 14 vol., 2 in., in desk drawer. Immigration Office. (1483)

175. BORDER CROSSING CARD RECORDS, July 1927 to date. U. S. Immigration identification cards issued to persons commuting between U. S. and Canadian points, giving card number, name of person, and dates of issue and expiration. Filed numerically. (Daily, official.) 8 x 10½ vol., ½ in., in desk drawer. Immigration Office. (1482)

176. LOOKOUT AND REJECTIONS, Dec. 1928 to date. Record of persons who have been refused admission to the U. S. and for whom inspectors should be on the lookout, giving name of person, age, country, race, date rejected, and reason for rejection. Entered chronologically. (Daily, official.) 8 x 10½ vol., ½ in., in desk drawer. Immigration Office. (1485)

177. RECORD OF ENTRY AND DEPARTURE OF ALIENS UNDER BOND, INCLUDING CHINESE OF CANADIAN BIRTH, Sept. 1933 to date. Entered chronologically. (Daily, official.) 4 x 8 memorandum books, 1 in., in desk drawer. Immigration Office. (1484)

CAPE VINCENT

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Immigration Bldg., Railroad Dock

This office was established in 1903. In February 1934 it was transferred from the jurisdiction of the U. S. Commissioner of Immigration at Montreal to that of the District Director, District 1, Newport, Vermont. The office has not lost any records by accident. Useless papers are destroyed by order of the District Director. "Abandoned domicile reports" are sent to Washington. Certain other records are sent to the District Director. This office was located in a building on the Cleveland Dock from 1903 to 1916, and in a building on the Town Dock from 1916 to 1918. Since then it has been at its present location.

178. CARD INDEX OF PERMANENT ENTRIES, 1911 - 1921. Entry dates, names, and physical descriptions of persons entering, with signature of immigration inspector. (Rarely, official.) 3 x 5 cards, 1 ft., in 2 wooden drawers. Immigration Office. (92)

179. PERMANENT ENTRIES, 1911 - 1921. Date of entry, name and description of person entering, home address, destination, amount of funds available, amount of passage fare, and dates of previous residence in the U. S., also Declaration of Intention, if made, to become a citizen. (Rarely, official.) 4 x 10½ papers, 1 ft., 2 in., on wooden shelf in cupboard. Immigration Office. (91)

180. DEPORTATIONS - MANDATORY REJECTIONS, 1911 to date. Age, name, and description of person deported, port of rejection or deportation, and reasons therefore. (Frequently, official.) 3 x 5 cards, 38 ft., in 44 drawers of wooden filing cases. Immigration Office. (89)

181. GENERAL CORRESPONDENCE, 1911 to date. Correspondence between immigration inspector, District Director, and individuals regarding registry cases, entries, deportations, investigations, and requests and answers for information in certain cases. (Daily, official.) 8 x 10½ papers, 7½ in., in drawer of filing case. Immigration Office. (88)

182. PERMANENT ENTRIES, 1921 to date. Date of entry, name, and physical description of immigrant, home address, destination, financial status, passage fare, and previous residence, if any, in U. S. (Frequently, official.) 4 x 6 cards, 8 in., in 14 drawers of wooden filing cases. Immigration Office. (93)

183. MANIFESTS OF ALIEN SEAMEN, 1926 to date. Name of vessel, port of entry, home port, names and occupations of crew members, their nationality, and length of service, with signature of master of vessel. (Daily, official.) 8 x 18½ papers, 4 in., on wooden shelf. Immigration Office. (90)

184. TEMPORARY ENTRIES, 1930 to date. Name, age, sex, and description of persons entering temporarily, and period of time granted for stay. (Frequently, official.) 4 x 7 paper covered book, ½ in., in desk drawer. Immigration Office. (94)

CHAMPLAIN

FIELD SERVICE BRANCH
ASSISTANT INSPECTOR IN CHARGE
Immigration and Customs House

This office was established in March 1929 under the supervision of the Commissioner of Immigration at Montreal. In February 1933 it was transferred to the jurisdiction of the District Director, District 1, Newport, Vermont, under the immediate supervision of the Rouses Point Immigration Station. No records have been accidentally destroyed or lost. Rejections by consuls and visa records are forwarded to Washington. All other records are sent to the District Office. This office was located at the McClelan Building from March 1929 to 1930, and in the Small Building from 1930 to April 1, 1931. Since the latter date it has occupied its present location.

185. ASSIGNMENTS, Mar. 1929 to date. Schedule of officers' and inspectors' assignments, giving nature of duties, and scheduled hours, by day, month, and year. (Daily, official.) 5 x 8 forms, 3½ in., in drawer of steel filing case. 1st floor, N.W. (12)

186. CORRESPONDENCE, MISCELLANEOUS AND GENERAL, Mar. 1929 to date. Correspondence concerning head tax, Boards of Special Enquiry, instruction, verification, abandonment of domicile, and complaints; also correspondence between the agency and outside persons. (Daily, official.) 5 x 8 folders, 3 ft. 7 in., in drawer of steel filing case. 1st floor, N. W. (10)

187. HEAD TAX NOTICES, Mar. 1929 to date. Form 603, for aliens visiting the U. S. under the 6 months rule, giving name, address, classification, port of entry, date of entry, and date of expiration of permitted stay. (Daily, official.) 3 x 5 sheets, 8 in., in steel drawer. 1st floor, N. W. (3)

188. INDEX LOOKOUTS AND REJECTIONS, Mar. 1929 to date. Names and file numbers of aliens against whom lookouts have been issued or who have been refused admission to the U. S. (Daily, official.) 3 x 5 cards, 5 ft., in steel card cabinet. 1st floor, N. W. (5)

189. LOOKOUTS AND REJECTIONS, Mar. 1929 to date. Information concerning aliens subject to detention or rejection, giving name, date of birth, physical description, etc. (Daily, official.) 5 x 8 sheets, 2 ft. 8 in., in 3 steel drawers. 1st floor, N. W. (4)

190. MANIFEST CARDS, ALIENS AND TRANSIENTS, Mar. 1929 to date. Form 548, giving name, physical description, etc. of aliens and transients entering the U. S. (Rarely, official.) 3 x 5 cards, 12 ft., in steel card cabinets. 1st floor, N. W. (14)

191. PRE-EXAMINATION CASES, Mar. 1929 to date. Form 521, giving name, age, occupation, physical description, etc. of prospective immigrants prior to entry. (Daily, official.) 3 x 5 cards, 11 ft., in steel card cabinets. 1st floor, N. W. (8)

192. RECORD OF PROPERTY, Mar. 1929 to date. Inventory of office equipment, and related contracts and vouchers. (Rarely, official.) 3 x 5 cards, 2 in., in drawer of steel filing case. 1st floor, N. W. (13)

193. REGISTRY CASES - INVESTIGATIONS, AND SEMIANNUAL PROPERTY REPORT, Mar. 1929 to date. Persons entering the country for a few hours; investigations refer to persons illegally in the U. S.; the semiannual property report is an inventory of office furniture, supplies, and equipment. (Daily, official.) 8 x 10 folders, 3 in., in drawer of steel filing case. 1st floor, N. W. (11)

194. REJECTION NOTICES - CARD INDEX, Mar. 1929 to date. Form 247, notice that request for passport has been denied; these notices serve to stay the entrance of aliens pending action by the Board of Special Enquiry or the American Consul at Montreal. (Daily, official.) 3 x 5 cards, 4 ft., in steel card cabinet. 1st floor, N. W. (6)

195. REPORTS - GENERAL, Mar. 1929 to date, Statistical, nonstatistical, warrant activities, transportation, special, pay roll, officers' monthly time, daily and monthly statistical, monthly expenses and obligations, outbound manifests, and Japanese admissions (Daily, official.) 8 x 10 folders, 3 ft. 2 in., in drawer of steel filing case. 1st floor, N. W. (9)

196. REQUISITIONS, Mar. 1929 to date. For office and building supplies, and requests for the cooperation of the Border Patrol intercepting the passage of aliens into the U. S. (Rarely, official.) 5 x 8 forms, 5 in., in drawer of steel filing case. 1st floor, N. W. (1)

197. SPECIAL LOOKOUTS, Mar. 1929 to date. Descriptions of persons wanted by the Department of Justice. (Daily, official.) 5 x 8 sheets, 3 ft. $\frac{1}{2}$ in., in 3 steel drawers. 1st floor, N. W. (2)

198. ADMISSIONS, Apr. 1936 to date. Form 694, giving date, port of entry, name, date and place of birth, nationality, physical description, etc. (Daily, official.) 4 x 6 cards, 4 in., in desk drawer. 1st floor, N. W. (7)

CHATEAUGAY

BORDER PATROL SERVICE
SENIOR PATROL INSPECTOR
Federal Bldg.

This office was established in 1929 under the supervision of the Commissioner of Immigration at Montreal. In February 1933 jurisdiction was transferred to the District Director, District 1, Newport, Vermont. No records have been lost or destroyed by accident. All records are sent to the Chief Patrol Inspector, Rouses Point, N. Y., and from there to the District Office, Newport, Vermont. The latter forwards them to Washington, D. C. From 1929 to 1933 this office occupied a privately owned building on River Street. Since that date it has occupied its present location.

199. GENERAL FILES, 1929 to date. Monthly schedule of each patrolman, rejections and lookouts, naturalization correspondence, annual, sick, or court leave, pistol meets, correspondence on uniforms and investigations, arrests, and general correspondence with District Headquarters. (Daily, official.) 10 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Center Room Front, 2d floor. (10)

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR

Immigration and Customs Bldg.

This office was established on May 1, 1929 under the jurisdiction of the Commissioner of Immigration at Montreal, Province of Quebec. In February, 1934 it was transferred to the jurisdiction of District 1, Newport, Vermont. No records have been lost or destroyed accidentally. Useless papers are destroyed from time to time upon receipt of proper authority. Some records are sent directly to Washington, but the bulk of the records are sent to the District Director, Newport, Vermont. From 1929 to 1933 this office occupied a private building on River Street, Chateaugay.

200. ADMISSIONS, 1929 to date. Form 521, passes containing alien's name, place of birth, sex, age, home address, nationality,

and name and ages of children under 16 accompanying alien; issued in Canada, stamped by issuing office, and signed by alien and countersigned by immigration inspector. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 2½ in., in card cabinets. Main Floor, N. (12)

201. ADMISSIONS AND REJECTIONS, 1929 to date. Form 548, giving port of entry, date, name, age, sex, occupation, place of birth, nationality, race, last permanent residence, destination, if ever in the U. S. before and for how long, name and address of relative or friend at point of origin, previous examination, physical fitness, and miscellaneous remarks. Filed alphabetically. (Weekly, official.) 3 x 5 cards, 1 ft. 3 in., in steel drawers. Main Floor, N. (11)

202. CORRESPONDENCE, 1929 to date. Correspondence pertaining to ordering supplies, admission of particular immigrants, inquiries concerning individuals, office procedure, special reports on aliens, refunds of head tax, and extensions of stay. Filed by subject. (Daily, official.) 10 x 12 folders, 5 ft., in drawers of metal filing case. Main Floor, N. (16)

203. DEPORTATIONS, 1929 to date. Name, age, height, color of hair, eyes and physical description of person deported. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 11 ft., in 22 drawers of steel card cabinets. Main Floor. N. (15)

204. TEMPORARY ADMISSIONS, 1929 to date. Form 694 and supplementary report not on form, in duplicate, giving date and port of entry, name, sex, nationality, race, place of birth, home address, and time of admission, with signatures of the visitor and the immigration inspector: the copy given to visitor on entry is returned to the Inspector when leaving the country. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 in., in card cabinet. Main Floor, N. (13)

205. VISA REFUSAL, 1929 to date. Form 247, giving name of consul, name of person refused visa, passport number and status of alien, by whom passport issued, date, age, birthplace, and nationality; reason for refusal and date and name of office receiving refusal are stamped on back of this report. (Often, official.) 3 x 5 cards, 6 ft., in 20 drawers of steel card cabinets. Main Floor, N. (14)

CHURABUSCO

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Customs and Immigration Station

This office was established in 1931 under the Jurisdiction of the Commissioner of Immigration at Montreal. In February 1933

it was placed in District 1, Headquarters at Newport, Vt. No records have been lost or destroyed by accident. All records are forwarded daily to the Inspector-in-Charge at Chateaugay, where they are filed. The office has been located at this place since its establishment.

206. CORRESPONDENCE, 1931 to date. With local ports such as Chateaugay, N. Y., Rouses Point, N. Y., Malone, N. Y., Trout River, N. Y., and Fort Covington, N. Y., with the Commissioner of Immigration at Montreal, and with Department of Justice, Washington, D. C. (Daily, official.) 9 x 15 folders, 10 in., in drawer of steel filing case. 1st floor, N. (1)

CLAYTON

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Immigration and Customs Bldg.

This office was established in 1909. From establishment to February, 1932 it was under the jurisdiction of the Commissioner of Immigration at Montreal, Quebec. Since that time it has been under the District Director, District 1, Newport, Vermont. No records have been lost or destroyed by accident. The present custodian believes that prior to 1932 all "useless records" were sent to Montreal. At present such records, which cannot be destroyed, are sent to Newport, Vermont. Permission has been given in the past by the District Director to burn certain other material. Some records have been sent to the Commissioner of Immigration, Washington. From 1909 to 1917 this office had no regular premises. From 1917 to 1918 it was located in a small building on the Consaul-Hall Coal Company Dock. Since then it has occupied its present quarters.

207. CORRESPONDENCE, 1919 to date. Correspondence with District Director and with individuals, concerning requests from towns within the U. S. to verify the admission of aliens, affidavits on admissions, head taxes, and requests to locate persons in this district. (Early records, never; current, frequently, official.) 8 x 10½ bundles and papers, 3 ft. 3 in., on two wooden shelves, and 2 drawers of steel filing case. Back Room and Immigration Office. (142, 137)

208. HEAD TAX REFUND CERTIFICATES, 1919 to date. Persons entering the U. S., their age and description, their destination, port of entry, name of ferry, date of arrival, and port of departure. (Early records, never; current, frequently, official.) 5½ x 8 vols. (9), 5 in., on wooden shelf and on desk. Back Room and Immigration Office. (143, 139)

209. LOOKOUTS, 1919 to date. Record of undesirable aliens refused entry or deported, giving name, age, sex, occupation, nationality, physical description, alias if any, and port from which deported or refused entry. (Frequently, official.) 3 x 5 cards, 21 ft., in 26 wooden drawers. Immigration Office. (133)

210. ADMISSIONS - PERMANENT AND TEMPORARY, July 1, 1924 to date. Name of person admitted, age, sex, nationality, race, name and address of nearest relative or friend in country of departure, purpose of visit, port of entry, vessel, and date of landing, with signature of immigration inspector; medical certificate attached. (Frequently, official.) 4 x 6 cards, 1 ft., in 10 wooden drawers. Immigration Office. (134)

211. DAILY ADMISSIONS, 1929 to date. Passengers on vessels entering this port, number of aliens, and number of legitimate transients. (Early records, never; current, daily, official.) 5 x 8 and 8½ x 14 vols. (5), 5 in., on wooden shelves and on desk. Back Room and Immigration Office. (144, 140)

212. LOOKOUT REJECTIONS, July 1, 1929 to date. Report of rejections of aliens and warnings to guard against their reentry, with name, age, reason for rejection, and general description. (Early records, rarely; current, daily, official.) 8½ x 14 vols. (4), 2 in., on wooden shelf, and on desk. Back Room, and Immigration Office. (145, 139)

213. LOOKOUTS - CORRESPONDENCE, July 1, 1932 to date. Correspondence with Newport, warning against the illegal entry of aliens elsewhere refused admission, giving name, age, and physical description. (Rarely, official.) 8 x 10½ bundles, 8 in., on wooden shelf. Back Room. (141)

214. ALIENS ADMITTED AS VISITORS, May 4, 1936 to date. Form 694 and supplementary report, not on form, in duplicate, giving date, and port of entry, name, sex, nationality, race, place of birth, home address, and time of admission, with signatures of visitor and immigration inspector; the copy given to visitor on entry is returned to the inspector when leaving the country. (Frequently, official.) 4 x 7 vols. (2), 1 in., on desk. Immigration Office. (135)

215. LOOKOUT CORRESPONDENCE, June 1, 1936 to date. See entry 213; this data is periodically transferred to files reported in entry. (Frequently, official.) 8 x 10½ papers, 1 in., in clamp letter file on wall. Immigration Office. (136)

ELLIS ISLAND

(See New York City)

FORT COVINGTON

BORDER PATROL SERVICE
SENIOR PATROL INSPECTOR
Federal Bldg.

This office was established in October 1924 under the supervision of the Commissioner of Immigration, Montreal, Quebec. In February 1933 it was placed under the Director of District 1, Newport, Vt. Prior to occupying its present premises the office was located in the Canadian National Railroad Co.'s depot. "Useless" papers are destroyed on authority. No records have been destroyed by accident. Records are sent to the Chief Patrol Inspector at Rouses Point, N. Y., and, in turn, to the District Director, Newport, Vt., and then to Washington, D. C.

216. CORRESPONDENCE, 1924 to date. Correspondence with the Chief Patrol Inspector at Rouses Point, pertaining to transfers of personnel, investigations, reports, instructions, orders, accidents, railroad passes, supplies, and equipment. (Daily, official.) 9 x 15 folders, 3 in., in drawer of wooden filing case. 2d floor. (37)

217. LOOKOUT NOTICES, 1926 to date. Description of persons wanted by police agencies, record of previous arrests, and offenses committed. (Daily, official.) 3 x 5 cards, 4 in., in drawer of wooden card cabinet. 2d floor. (34)

218. APPREHENSIONS, 1927 to date. Arrests made by this and other offices for illegal entry and customs violations; prior records have been destroyed on authority. (Frequently, official.) 10 x 12 folders, 5 in., in drawer of wooden filing case. 2d floor. (36)

219. SMUGGLING FILE, 1928 to date. Correspondence pertaining to the smuggling of aliens and contraband; letters prior to 1928 were destroyed on authority. (Frequently, official.) 10 x 12 folders, 1 in., in drawer of wooden filing case. 2d floor. (35)

220. PERSONNEL FILE, 1930 to date. Service records of each patrolman in individual folders including letters pertaining to reports they have made, instructions, changes of salary, and miscellaneous correspondence. (Frequently, official.) 9 x 15 folders, 6 in., in drawer of wooden filing case. 2d floor. (33)

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
New Federal Bldg.

221. ADMISSIONS AND REJECTIONS, 1913 to date. Form 548. (Frequently, official.) 4 x 6 cards, 9 in., in metal drawer of filing case. 1st floor. (27)

222. ALIENS ADMITTED AS VISITORS, 1913 to date. Form 694, giving name of alien, date, port of entry, date and place of birth, nationality, race, sex, color of hair, eyes, home address, and length of prospective visit, with signatures of alien and immigration inspector; one copy is given to visitor on entry and returned to the inspector when leaving the country. (Daily, official.) 3 x 5 cards, 1 ft., in drawer of metal filing cabinet. R. First floor. (28)

223. DEPORTATIONS, 1913 to date. Reports giving name, age, height, color of hair and eyes, and physical description of person deported; they are kept to check future applicants for admission, and as evidence in prosecution if alien should be found illegally in the U. S. (Frequently, official.) 3 x 5 cards, 30 ft., in 34 drawers of metal filing cases. 1st floor. (31)

224. PERMANENT ADMISSIONS NOT PREVIOUSLY EXAMINED, 1913 to date. Form 548, giving port of entry, date, name, place of birth, age, sex, race, nationality, occupation, previous residence or travel in the U. S., and physical defects, with signature of immigration inspector. (Frequently, official.) 4 x 6 cards, 1 ft., 6 in., in drawer of metal filing case. 1st floor. (26)

225. VISA REFUSALS, July 1, 1924 to date. Form 247, giving name of consul, name of person refused visa, passport number and status of alien, by whom passport issued, date, age, birthplace, and nationality; reason for refusal and date and name of office receiving refusal are stamped on back of this report. (Daily, official.) 2 x 3 cards, 4 ft., in 3 metal drawers. 1st floor. (30)

226. ADMISSIONS, July 1, 1929 to date. Form 521, passes containing alien's name, place of birth, sex, age, home address, nationality, and names and ages of children under 16 accompanying alien; they are issued in Canada, stamped by issuing office, and signed by alien and countersigned by immigration inspector. (Frequently, official.) 3 x 5 cards, 6 in., in drawer of metal cabinet. 1st floor. (29)

227. CORRESPONDENCE, 1929 to date. With District Headquarters pertaining to ordering supplies, etc.; with Bureau of Investigation pertaining to inquiries concerning individuals; with Boards of Special Inquiry; and with general public pertaining to ex-

tensions of stay and other matters. (Daily, official.) 10 x 12 folders, 4 ft., in 2 drawers of metal filing cabinet. 1st floor. (32)

HOGANSBURG

FIELD SERVICE BRANCH
ASSISTANT INSPECTOR IN CHARGE
Customs and Navigation Inspection Station,
St. Regis St.

This office was established in 1914. In February 1933, it was transferred from the jurisdiction of the Commissionor of Immigration at Montreal to that of the District Director, District 1, Newport, Vermont. No records have been lost or destroyed. Records are sent to Rooseveltown, New York, and from there to the District Director, Newport, Vermont, and some, in turn, to Washington. From 1914 to 1935 this office occupied offices in the McKinnon Block, Saint Regis Street.

228. ADMISSIONS AND REJECTIONS, 1914 to date. Form 548, showing port of entry, date, name, age, sex, occupation, place of birth, nationality, race, last permanent residence, destination, if ever in the U. S. before and for how long, name and address of relative or friend at point of origin, previous examination, physical fitness, and miscellaneous remarks. (Daily, official.) 4 x 6 cards, 1 ft., in 2 card cabinets. Office. (2)

229. CORRESPONDENCE, 1932 to date. Correspondence with District Headquarters, Boards of Special Enquiry, Malone, Rouses Point, New York, and Montreal, relating to procedure, ordering of supplies, miscellaneous subjects and prior records destroyed. (Daily, official.) 9 x 15 folders, 1 ft., in drawer of metal filing cabinet. Office. (3)

230. HIGHWAY TALLY SHEETS, 1934 to date. Treasury Form M.F. 37, showing number of aliens examined, number of returning citizens, number of children under 16 years of age, the number of identification cards and of autos, and the number of persons referred to the Board of Special Enquiry; records prior to 1934 have been sent to Rooseveltown. (Daily, official.) 5 x 8 bundles, 1 ft., in drawer of steel filing case. Office (1)

LEWISTON

BORDER PATROL SERVICE
SENIOR PATROL INSPECTOR
Immigration Border Patrol Office.
River Road

This substation was established in 1924. It patrols the U. S. - Canadian border from Devil's Hole on the lower Niagara River to Rochester, New York. No records have been lost or destroyed by accident. When this unit was removed to its present location, all existing records were sent to the Director, District 7, Buffalo, New York. Until 1930 the office was located in U. S. Immigration Office, Depot Avenue and Ninth St., Niagara Falls, New York.

231. MISCELLANEOUS FILE, July 1, 1930 to date. Interdepartmental correspondence, copies of records of apprehensions, monthly reports of activities, and a lookout file of known smugglers and suspected aliens. (Daily, official.) 9 x 12 folders, 1 ft., in desk drawer. Office. (5)

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
International Railway Company Bldg.
American end of bridge over Niagara River

The date of establishment of this office cannot be ascertained. It is a substation of Niagara Falls, and is open only during the navigation season on the Great Lakes. At the close of each season the records are removed to the office of the inspector in charge at Niagara Falls. No records have been lost or destroyed by accident.

232. DAY BOOK, May 18, 1928 to date. Number of passengers entering the U. S. at this port; when a book is filled, it is forwarded to the Immigration Inspector at Niagara Falls. (Frequently, official.) 3 x 6 vol., 1 in., in desk. R. 2 (2)

233. GENERAL FILE, Jan. 1, 1928 to date. Record of aliens admitted or rejected as visitors, lookout notices, employees' time book, day books recording entrance of aliens, head tax refund certificates, general instructions, and correspondence. Card Index. (Frequently, official.) Variously sized records and forms, 8 ft., in 4 drawers of filing case. R. 2 (1)

LOUISVILLE LANDING

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Immigration Bldg., Ferry Landing

This office was established in January, 1909. Until February 1933 it was under the jurisdiction of the Commissioner of Immigration at Montreal, P. Q., but in that month it was made a part of District 1 under the District Director at Newport, Vt. This office has not accidentally destroyed or lost any records. All reports are forwarded to the Inspector in charge at Rooseveltown, N. Y., of which office this is a substation. No records are sent to Washington. This station is only open during the period of navigation on the Saint Lawrence River. It has never occupied any building other than that in which it is now located.

234. HEAD-TAX GUARANTEE, Jan.1 - Dec. 31, 1917. Stub receipt books. (Never.) 2 x 3 books (5), 2½ in., in wooden cupboard. Office. (11)

235. PRIMARY INSPECTIONS, Jan. 1, 1919 - Dec. 31, 1923. Form 187. (Never.) 4 x 11 bundles, 2 in., in wooden cupboard. Office. (12)

236. MISCELLANEOUS FILE, Jan. 1, 1922 to date. Reports, schedules, and correspondence relative to the general activities of the office. (Rarely, official.) 11 x 13 sheets, 1 ft. 8 in., in wooden drawer. Office. (9)

237. ADMISSIONS, Jan. 1, 1923 to date. Record of persons admitted to the United States through this office. (Frequently, official.) 4½ x 6 cards, 11 ft. 8 in., in 14 wooden drawers. Office. (2)

238. HEAD-TAX CERTIFICATES, Jan. 1, 1925 - Dec. 31, 1927. Form 559. (Never.) 5 x 8 vols. (3), 5 in., in wooden cupboard. Office. (14)

239. CASES CLOSED, Jan. 1, 1925 to date. Reports and correspondence relating to closed cases. (Rarely, official.) 11 x 13 folders, 1 ft. 9 in., in wooden drawer. Office. (8)

240. INVESTIGATIONS CLOSED, Jan. 1, 1925 to date. Correspondence and reports containing complete case histories of aliens investigated. (Rarely, official.) 11 x 13 folders, 1 ft. 11 in., in wooden drawer. Office. (1)

241. REJECTIONS, Jan. 1, 1926 to date. Record of aliens refused admission to the United States by this office. (Rarely, official.) 3 x 4½ cards, 19 ft. 8 in., in 22 wooden drawers. Office. (6, 7)

242. DAILY REPORTS, Jan. 1, 1928 - Dec. 21, 1936. Form MF-37. (Rarely, official.) 5½ x 8 bundles, 2 in., in desk drawer. Office. (13)

243. LOOKOUTS, Jan. 1, 1929 to date. Notices of aliens against whom this office has been warned. (Rarely, official.) 8 x 10½ bundles, 1 ft. 3 in., on open wooden shelf. Office. (4)

244. MONTHLY REPORTS, Jan. 1, 1932 to date. (Rarely, official.) 8 x 10½ folders, 8 in., in wooden drawer. Office. (3)

245. CURRENT CORRESPONDENCE, Jan. 1, 1936 to date. Relates to the general business of the office. (Rarely, official.) 8 x 10½ cards, 3 in., on filing board on wall. Office. (5)

246. FERRY CROSSINGS, Jan. 1, 1936 to date. Records of persons and automobiles crossing the St. Lawrence River by ferry from Canada to the U. S. (Rarely, official.) 8 x 10½ sheets, 1 in., on filing board on wall. Office. (10)

MALONE

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Post Office Bldg., Washington and E. Main Sts.

This office was established in 1912. It covers the New York Central Railroad line to Montreal and one small airport. No records have been lost or destroyed. Useless records are destroyed upon authority. All records prior to 1917 were sent to the District Director, Newport, Vermont. For the period May 1, 1917 - June 30, 1924 duplicate records have been retained at this office, originals having been sent to the District Director. Since July 1, 1924 duplicate records have been retained and originals sent to Washington, D. C. The office was located at the Malone Junction on the property of the New York Central Railroad from 1912 to November 30, 1935. Office space is still retained at this location for use while inspecting trains, although no records are now kept there.

247. DEPORTATIONS, 1912 - 1936. Form 122, issued by District Headquarters, giving name of person deported, age, height, color of hair, eyes, and complete physical description. (Frequently, official.) 3 x 5 cards, 32 ft., in 32 steel drawers. R. 303. (5)

248. GENERAL FILES, 1912 - 1936. Correspondence and reports concerning the general work of the office. Filed by subject. Indexed. (Daily, official.) 10 x 12 bundles, 60 ft., in 30 steel drawers. R. 307, (3)

249. ADMISSIONS, 1917 - July, 1929. Record of persons examined and given passes into the U. S. by U. S. immigration offices in Canada, giving name, age, serial number of pass, and date of admission; prior records are in Newport, Vermont; since July 1, 1929 this record was discontinued. Indexed. (Frequently, official.) 8 x 15 vols. (6), 1 ft., in steel cabinet. R. 301. (2)

250. ADMISSIONS AND EXCLUSIONS, May 1, 1917 to date. Form 548, giving place of birth, age, sex, race, nationality, occupation, previous residence or travel in U. S., and physical defects, with signature of immigration inspector; all records prior to May 1, 1917 are in Newport, Vermont. (Frequently, official.) 4 x 6 cards, 2 ft., 8 in., in 16 metal drawers. R. 303. (1)

251. VISA REFUSALS, July 1, 1924 to date. Form 247, giving name of consul, name of person to whom visa was refused, passport number and status of alien, by whom passport issued, date, age, birthplace, and nationality; reason for refusal, date, and name of office receiving refusal are stamped on the back of this report. (Frequently, official.) 3 x 5 cards, 4 ft., in 2 steel drawers. R. 305. (4)

MASSENA

BORDER PATROL SERVICE
CHIEF PATROL INSPECTOR
Immigration Border Patrol Bldg., 36½ Allen St.

This office was established in October, 1924, but it was not in active operation until 1926. It directs and supervises the border patrol units which operate out of Massena, Morristown, Clayton, and Waddington. The patrol records are all maintained here, except a few current records filed in the immigration and naturalization stations in the above towns, for convenience of use. No records have been lost or destroyed by accident, and none are sent to Washington. There are no useless papers. Records, reports, and schedules are forwarded to the Headquarters of District 1 at Newport, Vt. Before moving to its present location, December, 1928, this office occupied rooms at 50 Main Street for one week in October, 1924, and from 1926 to December 1928, an office at 70 Main Street.

252. SEIZURES, Jan. 1, 1924 - Dec. 31, 1929. Correspondence relating to seizures made within the District. (Never.) 8 x 10⅓ bundles, 2 in., on floor. Dirty. Attic. (6)

253. MISCELLANEOUS REPORTS, Oct. 1924 - Dec. 1931. Leaves of absence, expenses, seizures, tire tube reports, transfers of

officers, furniture, files, apprehensions, etc. (Never.) 9 x 10½ folders, 1 ft. 5 in., on floor. Dirty, damaged by water. Attic. (2)

254. CAR REPORTS, Jan. 1, 1926 - Dec. 31, 1927. Car number, type of car, motor number, to which attached, and an account of their use by the Patrol. (Never.) 8 x 10½ bundles, 1½ in., on floor. Dirty. Attic. (8)

255. PAYROLL REPORTS, July 17, 1926 - Dec. 16, 1929. For stations at Massena, Fort Covington, Moira, Nyando, Clayton, and Cape Vincent. (Never.) 8 x 10½ bundles, 10 ft., on floor. Dirty, damaged by water. Attic. (5)

256. PATROLMEN'S DAILY REPORTS, Jan. 1, 1926 - Dec. 31, 1932. Form 650, originating in Ogdensburg, Massena, Watertown, Depauville, Morristown, Fort Covington, Moira, Nyando, Clayton, and Cape Vincent. (Never.) 8 x 10½ bundles, 10 ft., on floor. Dirty, damaged by water. Attic. (4)

257. CORRESPONDENCE AND REPORTS, DEAD FILE, Jan. 1, 1926 to date. Correspondence, schedules, and reports. (Never.) 9 x 12 folders, 5 ft. 11 in., in 4 wooden drawers. Chief Patrol Inspector's Office. (11)

258. CORRESPONDENCE, Jan. 1, 1927 - Dec. 31, 1929. Relates to the general functions of the office. (Never.) 8 x 10½ bundles, 8 in., on floor. Dirty. Attic. (7)

259. RECEIPTS, Mar. 17, 1928 - June 30, 1931. For railway fares, telephone, garage rent, etc. (Never.) 8 x 10½ bundles, 2 in., on floor. Dirty. Attic. (9)

260. APPREHENSIONS, Jan. 1, 1928 to date. Form 548, showing name, place of birth, age, sex, race, nationality, occupation, previous residence or travel in U. S., and physical defects, with signature of immigration inspector. (Frequently, official.) 4 x 6 cards, 10 in., in wooden drawer. Chief Patrol Inspector's Office. (16)

261. CORRESPONDENCE, ACTIVE, Jan. 1, 1928 to date. Correspondence, schedules, and reports relative to the general business of the office. (Frequently, official.) 13¼ x 17 folders, 5 ft., in 4 wooden drawers. Chief Patrol Inspector's Office. (17)

262. EXPENDABLE PROPERTY, Jan. 1, 1928 to date. Form 669, record of operating and office expenses, and property destroyed by use. (Rarely, official.) 3 x 5 cards, 2 in., in wooden drawer. Chief Patrol Inspector's Office. (22)

263. CORRESPONDENCE, Jan. 1, 1928 to date. Correspondence with District Headquarters relating to procedure, ordering of materials and supplies, personnel, and reports. (Frequently, official.) 9 x 15 folders, 1 ft., in drawer of metal filing cabinet. Chief Inspector's Office. (21)

264. INDEX, Jan. 1, 1928 to date. Record of all records of this office. (Daily, official.) 2 x 5 cards, 7½ in., in wooden drawer. Chief Patrol Inspector's Office. (20)

265. LOOKOUTS, Jan. 1, 1928 to date. Notices giving descriptions of aliens wanted for illegal entry or some other reason or who it is suspected may attempt to enter the United States unlawfully. (Frequently, official.) 3 x 5 cards, 1 ft. ½ in., in metal drawer. Chief Patrol Inspector's Office. (14)

266. PROPERTY RECEIPT RECORDS, Jan. 1, 1928 to date. Form 670, records of articles issued to officers. (Rarely, official.) 3 x 5 cards, 7 in., in wooden drawer. Chief Patrol Inspector's Office. (12)

267. PROPERTY RECORD, OUT AND IN, Jan. 1, 1928 to date. Form 669, record of property and equipment issued to officers, and of the same property turned in by them. (Rarely, official.) 3 x 5 cards, 1 ft. 8 in., in wooden drawer. Chief Patrol Inspector's Office. (23, 24)

268. RECORD OF TIRES, 1928 to date. Form 668, showing mileage and wearing qualities of each tire. (Daily, official.) 5 x 8 cards, 9½ in., in wooden drawer. Chief Inspector's Office. (15)

269. ST. LAWRENCE RIVER ISLANDERS, Jan. 1, 1928 to date. Form 548, report of U. S. Citizens residing on Canadian islands in the St. Lawrence River who are entitled to enter the United States at any time. (Frequently, official.) 4 x 6 cards, 3 in., in wooden drawer. Chief Patrol Inspector's Office. (25)

270. WOODSMEN'S CARDS, Jan. 1, 1928 to date. Form 584, record of lumbermen admitted temporarily to work in Adirondack lumber camps. (Frequently, official.) 4 x 6 cards, 5½ in., in wooden drawer. Chief Patrol Inspector's Office. (18)

271. CORRESPONDENCE, Jan. 1, 1929 - Dec. 31, 1931. Copies of the replies of this office to correspondents. (Never.) 8 x 10½ folders, 2 in., on floor. Dirty. Attic. (13)

272. REJECTIONS, July 6, 1931 - June 29, 1932. Correspondence relative to persons rejected upon applying for entry in this or other ports. (Never.) 8½ x 10½ bundles, 1½ in., on floor. Dirty. Attic. (3)

273. RADIO RECORD, Dec. 9, 1936 to date. Record of orders broadcast from this office to patrol officers and patrol cars of the District, showing messages, to whom given, time, and name of operator sending the call. (Daily, official.) 8½ x 14 vol., 1 in., on wooden table. Chief Patrol Inspector's Office. (19)

274. REPORT ON GOVERNMENT TRANSPORTATION USED. (Never.) 8 x 10½ bundles, 3 in., on floor. Dirty. Attic. (10)

MOOERS

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
U. S. Immigration and Customs House,
R.F.D. 1, Route 22

This office was established in January, 1929 under the Department of Labor. In February, 1933 it was transferred from the jurisdiction of the Commissioner of Immigration at Montreal, Quebec to that of the District Director of District 1, at Newport, Vt. None of its records have been destroyed by accident or lost. Useless papers are filed pending instructions from District Headquarters. No records are sent to Washington. Before moving to its present location in 1933 this office occupied the Morris J. Knapp Building.

275. ADMISSIONS, Jan. 1929 to date. Form 694, giving date and port of entry, name, sex, nationality, race, place of birth, home address, and time of admission, with signature of the visitor and the immigration inspector; one copy given to visitor on entry is returned to the inspector when leaving the country. (Daily, official.) 4½ x 6 sheets, 6 in., in steel drawer. 1st floor, S E. (1)

276. ADMISSIONS, Jan. 1929 to date. Form 548, showing name, place of birth, age, sex, race, nationality, occupation, previous residence or travel in U. S., and physical defects, with signature of immigration inspector. (Daily, official.) 3 x 5 cards, 2 ft. 4½ in., in drawer of steel card cabinet. 1st floor, S E. (5)

277. CORRESPONDENCE, Jan. 1929 to date. With District Headquarters, other ports, and persons outside the service, concerning rejections, alien smuggling, apprehension of aliens, investigations, and hearings; also with business firms and aliens in the U. S. requesting extensions of stay. (Daily, official.) 9 x 12 sheets, 2 ft., in steel drawer. 1st floor, S E. (2)

278. DEPORTATIONS, Jan. 1929 to date. Record of aliens subject to deportation for such reasons as immoral practices, criminal offenses, and illegal entry. (Daily, official.) 3 x 5 cards, 25 ft. 11 in., in 8 drawers of steel card cabinets. 1st floor, S E. (6)

279. LOOKOUTS, Jan. 1929 to date. Notices of aliens wanted for deportation or detention, giving name, alias, age, place of birth, home address, color of eyes, hair, weight, height, scars, and occupation. (Daily, official.) 3 x 5 cards, 10 ft. 10 in., in 4 steel drawers. 1st floor, S E. (3)

280. OUTBOUND MANIFESTS, Jan. 1929 to date. Form 548, giving name, place of birth, age, sex, race, nationality, occupation, previous residence or travel in U. S., and physical defects, with signature of immigration inspector. (Daily, official.) 8 x 10½ sheets, 6 in., in steel drawer. 1st floor, S E. (8)

281. TIME REPORTS, Jan. 1929 to date. Daily and monthly time reports of employees of this port, stating name and title of empolyee, nature of duty performed, number of hours on duty, and amount of salary; the pay roll is made up from these reports. (Daily, official.) 8 x 10½ sheets, 5 in., in steel drawer. 1st floor, S E. (7)

282. VISA REFUSALS, Jan. 1929 to date. Record of refusals by the U. S. Consuls in Montreal or by the Special Board of Enquiry to grant visas to aliens desiring to enter the U. S., giving name, age, place, date of birth, and reason for refusal, with signature of consul or officer refusing entry. (Daily, official.) 3 x 5 cards, 3 ft. 2 in., in 2 drawers of steel card cabinet. 1st floor, S E. (4)

MORRISTOWN

FIELD SERVICE BRANCH
IMMIGRANT INSPECTOR
Ferry Terminal Bldg.

This office was established in 1907. Until February, 1932 it was subordinate to the Commissioner of Immigration at Montreal, Quebec. It was then made part of District 1, and placed under the District Director, Newport, Vt. The present official is unable to account for correspondence prior to 1915. Otherwise no records have been destroyed by accident or lost. Immigration visas, reentry permits, surrendered immigration identification cards, and declarations of intention to become a citizen are forwarded directly to Washington. Before moving to its present location in 1920, this office was housed in the railroad station from the date of its establishment.

283. INDEX TO ADMISSIONS, Jan. 1, 1907 - Dec. 31, 1932. (Rarely, official.) 3 x 5 cards, 1 ft. 8 in., in 2 drawers of card cabinet. Office (41)

284. ADMISSIONS, Jan. 1, 1907 to date. Form 548. (Daily, official.) 4 x 6 cards, 26 ft. 2 in., in wooden cupboard. Office. (33)

285. LOOKOUTS, Jan. 1, 1907 to date. Notices of deported aliens giving descriptions. (Daily, official.) 3 x 5 cards, 25 ft., in 29 drawers of card cabinets. Office. (40)

286. RETURNING CITIZENS, Jan. 1, 1907 to date. Record of U. S. citizens traveling abroad who are expected to return to this country. (Frequently, official.) 3 x 5 cards, 8 in., in drawer of card cabinet. Office. (43)

287. DEAD FILE, Jan. 1, 1915 - Dec. 31, 1930. Inactive reports and correspondence relative to the general activities of the office are filed here. (Rarely, official.) 9 x 12 envelopes, 4 ft., on wooden shelf. Office. (45)

288. INDEX TO CORRESPONDENCE, Jan. 1, 1915 to date. (Daily, official.) 3 x 5 cards, 8 in., in wooden drawer. Office. (42)

289. REFUNDS, Jan. 1, 1917 to date. Forms 514 and 569, dealing with assessments, refunds, and lapses of the head tax. (Daily, official.) 4 x 6 cards, 2 ft. 6 in., in 3 drawers of card cabinet. Office. (37)

290. PROPERTY RECORD, Jan. 1, 1921 to date. Record of government property in the custody of this office, its condition, date received, etc. (Rarely, official.) 3 x 5 cards, in drawer of card cabinet. Office. (34)

291. CORRESPONDENCE AND REPORTS, Jan. 1, 1922 to date. Accounts, vouchers, expenses, head tax certificates, refunds, cancelled checks, appropriations, officers' personal files on the above subjects, letters of inquiry and application, telegrams, general letters, etc. (Daily, official.) 9 x 12 folders, 4 ft., 6 in., in 2 metal drawers. Office. (36)

292. ADMISSIONS, Jan. 1, 1929 to date. Form 521, showing name, place of birth, sex, age, home address, country of citizenship, and names and ages of children under 16 accompanying the individual, with signature of applicant and immigration inspector; they are issued in Canada. (Daily, official.) 4 x 6 cards, 2 in., in drawer of card cabinet. Office. (44)

293. INDEX TO REJECTIONS, LOCKOUTS, AND DEPORTATIONS, Jan. 1, 1930 to date. (Daily, official.) 9 x 14 vols., 3 in., in wooden drawer. Office. (39)

294. INSPECTIONS, Jan. 1, 1930 to date. Record of daily inspections of ferries, boats, and passengers, including name and time of officers on duty. (Daily, official.) 9 x 14 vol., 1 in., on desk. Office. (38)

295. VISA REFUSALS, Jan. 1, 1932 to date. Records of persons who have been refused visas to enter the U. S. by U. S. consuls in Canada. (Frequently, official.) 3 x 5 sheets, 2 ft. 8 in., in wooden drawer. Office. (35)

NEW YORK

FIELD SERVICE BRANCH
DISTRICT 3 HEADQUARTERS
DISTRICT DIRECTOR
(A) Ellis Island, Administration Bldg.
(B) Federal Bldg., 641 Washington St.
(C) Barge Office, South Ferry
(D) Parcel Post Bldg., 341 Ninth Ave.

Chinese Division

296. CUSTOM HOUSE DOCKETS ON CHINESE IMMIGRATION, 1892 - 1908. (Rarely, official.) Variously sized vols., 1 ft., in drawer of filing case. Dirty, torn, bindings broken, ink faded. Office, top floor (Bldg. A). (98)

297. MALONE AND PORT HENRY ARREST BOOKS, NO. 1-3, June 1895 - June, 1903. Dockets of arrests of Chinese. (Rarely, official.) Variously sized vols., 1 ft., in drawer of filing case. Dirty, torn, bindings broken, ink faded. Office, top floor (Bldg.A). (99)

298. CERTIFICATES OF RESIDENCE SENT TO BUREAU, 1897 - 1903. Address of addresses where the Chinese have been living and number of years they have lived in this country. (Rarely, official.) 3 x 7 slips, 1 ft., in drawer of filing case. Office, top floor (Bldg. A). (75)

299. CHINESE MANIFESTS, 1897 to date. Name of ship on which immigrant entered, date of entrance, and age, birthplace, and occupation of alien. (Occasionally, official.) 11 x 14 papers, 4 ft., in drawers of filing cases. Ink faded. Main Filing Room, top floor (Bldg. A). (97)

300. GENERAL CHINESE DIVISION FILE, 1897 to date. Correspondence, data on investigations, and reports of hearings and deportations relative to Chinese. 3 x 5 numerical and alphabetical card indexes (2). (Occasionally, official.) 9 x 11 folders, 296 ft., in drawers of steel filing cases. Filing Room, top floor (Bldg. A). (87, 84, 85)

301. STENOGRAPHIC REPORTS OF OUTSIDE INVESTIGATIONS, 1897 to date. Shorthand reports of investigations of Chinese; transcriptions kept in general file. (Occasionally, official.) 3 x 8 notebooks, 6 ft., on shelves. Dirty. Filing Room, top floor (Bldg. A). (86)

302. COMMISSIONER DUDLEY CASES AT PORT HENRY, 1903 - 1907. Dockets of arrest of Chinese; kept originally at Port Henry and later sent to the Chinese Division. (Rarely, official.) Vari-

ously sized vols., 1 ft., in drawer of filing case. Dirty, torn, ink faded, bindings broken. Office, top floor (Bldg. A). (76)

303. RECORDS OF CHINESE ARRIVALS AND DEPORTATIONS, 1903 - 1910. Dockets listing cases and decisions. (Rarely, official.) 12 x 21 vols., 1 ft., on floor. Office, top floor (Bldg. A). (83)

304. DESCRIPTIVE LISTS OF CHINESE PERSONS OR JAPANESE OR KOREAN LABORERS IN TRANSIT THROUGH THE UNITED STATES, 1903 - 1920. Descriptive lists of Chinese, Japanese, or Koreans who enter the United States with the intention of passing through on their way to some other country, giving person's name, birthplace, last place of residence, age, sex, date of arrival, name of vessel on which he arrived, destination, height, complexion, color of eyes, physical marks, photograph, signature and seal of the Chinese inspector in charge at the port of entry, method of departure and date, as well as a certification by the Chinese Inspector at the port of departure that the person departing is the same as the one described. Arranged chronologically. (Never.) Variously sized bundles, 13 ft. 4 in., on steel shelves. Dirty. R. 321 (Bldg. B). (10306)

305. ARREST BOOKS, 1908 - 1928. Dockets of cases of arrests for violation of Chinese immigration laws. (Occasionally, official.) Variously sized vols., 1 ft., in drawer of filing case. Dirty, torn, bindings broken, ink faded. Office, top floor (Bldg. A). (77)

306. CHINESE ENTRY SEEKERS, 1912 - 1925. Dockets of cases concerning entry seekers. (Occasionally, official.) Variously sized vols., 1 ft., in drawer of filing case. Dirty, torn, bindings broken, ink faded. Office, top floor (Bldg. A). (78)

307. MARINE REGISTER, Dec. 1923 - June 1924. Books had originated in and belonged to another division. (Occasionally, official.) Variously sized bundles, 1 ft., in drawer of filing case. Office, top floor (Bldg. A). (74)

Division of Registry

308. MAIN GENERAL FILE, 1929 to date. Correspondence and reports of investigations and hearings in relation to legalization of presence of immigrants in the United States who have entered illegally or have lost their identification papers. Filed chronologically. 3 x 5 card index. (Frequently, official.) 8 x 11 folders, 532 ft., in drawers of wooden and steel filing cases. Office, 1st floor (Bldg. A). (82, 81)

309. REPORTS OF INSPECTORS ON INFORMATION GIVEN BY PERSONS DESIRING REGISTRATION, 1929 to date. Reports made by inspector after he has finished an investigation in order to ascertain whether a person really has lived in the country and whether witnesses are bona fide residents at the addresses given. Filed chronologically by year and then filed alphabetically by inspector's name. (Frequently, official.) 3 x 5 cards, 60 ft., in drawers of wooden filing cabinets. Office, 1st floor (Bldg. A). (79)

310. SHORTHAND TRANSCRIPT OF REGISTRY HEARINGS, 1929 to date. Filed chronologically. (Occasionally, official.) 3 x 8 notebooks, 128 ft., on open wooden shelves. Office, 1st floor (Bldg. A). (80)

Filing Division

311. FILE FOR LOCATING DOCUMENTS OF THE BUREAU, 1897 to date. Index to old and current general files. (Frequently, official.) 3 x 5 cards, 225 ft., in card cabinets. N. Side, 2d floor (Bldg. A). (70)

312. GENERAL FILE, 1897 to date. Correspondence on immigration, deportation, and general business. Filed chronologically. 3 x 5 numerical and alphabetical card indexes (2). (Daily, official.) 7½ x 9 folders, 3696 ft., in drawers of steel filing cases. Torn. Office, 2d floor (Bldg. A). (68, 69, 67, 71)

Records Division

313. APPLICATIONS FOR CITIZENSHIP, 1897 - 1924. Since 1924 these records have been sent to Washington. Filed chronologically by date of receipt of application. (Occasionally, official.) 8½ x 11½ bundles, 480 ft., in drawers of steel filing cases. Damaged by careless handling, torn. Office, 1st floor (Bldg. A). (89)

314. MISCELLANEOUS BUNDLES AND BOOKS, 1897 to date. Stenographic notes of Law Division, unlabeled and undated; financial reports of Treasurer's Office; records of pay rolls; stenographic shorthand notes of hearings of aliens before special boards; miscellaneous books; and lists of arrivals. (Rarely, official.) Variously sized vols., envelopes, covers, loose-leaf books, and papers, 3000 ft., in drawers of filing cases and on shelves. Damaged by rodents, careless handling, and faulty containers, brittle, dirty, torn, scattered, bindings broken. Vault, 1st floor (Bldg. A). (96)

315. SHIP'S MANIFESTS, June 1897 to date. List of all passengers and crew on the ship, giving birthplace, occupation, and age. 3 x 5 card indexes (2). (Occasionally, official.) 13 x 18 vols., 4000 ft., on steel shelves. Office, 1st floor (Bldg. A). (91, 73, 59)

316. INDEX BY NATIONALITIES OF ALIENS HAVING ENTERED THE COUNTRY, 1902 - 1907. Nationalities are arranged alphabetically and names under each nationality are arranged alphabetically; replaced by the alphabetical index to ship's manifests. (Occasionally, official.) 3 x 5 cards, 7000 ft., in steel card cabinets. Office, 1st floor (Bldg. A). (72)

317. RECORD OF ALIENS DEPORTED, 1903 - 1917; 1929 to date. Record of aliens deported from the United States. Filed by year and month in which final action taken. (Occasionally, official.) 5 x 8 cards, 88 ft., in wooden card cabinets. Dirty. Vault, 1st floor (Bldg. A). (56, 95)

318. INSPECTIONS, Jan. 1, 1936 to date. Correspondence on inspections, telegrams advising of arrival of aircraft and steamers and letters ordering inspections. Filed alphabetically. (Daily, official.) 8½ x 11 packets, 4 in., in drawer of steel filing case. Vault, 1st floor (Bldg. A). (141)

319. RECORD OF ALL SHIPS ENTERING THE PORT, 1906 to date. Record of vessels entering port, showing name of vessel, date of arrival, and names of alienspassengers. Filed by month for each steamship. (Frequently, official.) 3 x 8 books, 1167 ft., on steel shelves. Bindings broken, ink faded. Office, 1st floor (Bldg. A). (88)

320. HEAD-TAX ON ALIENS, 1922 to date. Record of all head-taxes on aliens, either temporarily or permanently in this country. (Frequently, official.) 5 x 7 papers, 320 ft., in drawers of wooden card cabinets. Vault, 1st floor (Bldg. A). (100)

321. RECORD OF ALIENS HELD BEFORE BOARD OF SPECIAL INQUIRY, 1923 to date. Statements that aliens are held for hearings before Board of Special Inquiry. (Frequently, official.) 5 x 8 cards, 320 ft., in drawers of filing cases. Small annex to 1st floor office (Bldg. A). (60)

322. ALIENS HELD FOR TEMPORARY DETENTION, Jan. 1924 to date. (Occasionally, official.) 5 x 7 cards, 192 ft., in drawers of card cabinets. Small annex to 1st floor office (Bldg. A). (92)

323. HOSPITAL DISCHARGE SLIPS, 1925 to date. Dates of admission of alien to hospital and discharge, also nature of illness. (Occasionally, official.) 1½ x 6 papers, 15 ft., in Diener files. Dirty. Vault, 1st floor (Bldg. A). (94)

324. MEDICAL CERTIFICATES OF ALIENS CERTIFIED FOR MENTAL OR PHYSICAL DEFECTS, 1925 to date. Certificates showing mental or physical defects. (Occasionally, official.) 3½ x 8 cards, 36 ft., in drawers of wooden filing case. Small annex to 1st floor office (Bldg. A). (66)

325. MANIFESTS OF OUTGOING SHIPS, Mar. 1, 1929 to date. Names of aliens and citizens on outgoing ships. Filed chronologically. 3 x 5 card index. (Occasionally, official.) 13 x 18 loose-leaf books, 261 ft., on steel shelves. Office, 1st floor (Bldg. A).

326. MANIFEST RECORDS OF ALIENS PRE-EXAMINED IN CANADA, July 1, 1929 to date. Forms 521 and 548, record of aliens examined in Canada, showing names of aliens, and reports of examinations. Filed by ship and date of arrival. (Occasionally, official.) 4 x 6 cards, 67 ft., in drawers of wooden cabinets. Small annex to 1st floor office (Bldg. A). (57)

327. RECORDS OF REGISTRY OF ALIENS, July 1929 to date. Filed numerically. (Never.) 4 x 6 cards, 116 ft., in drawers of wooden card cabinets. Vault, 1st floor (Bldg. A). (58)

328. TEMPORARY VISITORS INDEX, 1932 to date. Card index of temporary visitors, giving names and dates of entry. Filed alphabetically. (Daily, official.) 3 x 5 cards, 1048 ft., in drawers of card cabinets. Annex and Office, 1st floor (Bldg. A). (64, 65)

329. HEAD-TAX RECEIPTS FOR TEMPORARY ALIENS, July 1934 to date. Receipts for head-tax paid by aliens entering the country for a temporary visit. (Occasionally, official.) 3 x 8 papers, 3 ft., in drawer of wooden filing case. Small annex to 1st floor office (Bldg. A). (93)

Records Transferred from Bureau of Customs.

330. PASSENGER MANIFESTS, 1812 - 1883. Lists of passengers arriving at Atlantic and Gulf coast ports, giving names of boat, master, home port, tonnage, passengers, age, sex, occupation, country from which aliens are coming, destination, record of deaths on boat, and date of arrival; also quarterly summaries by Collector of Customs. Filed by port of arrival. (Never.) 17 x 24 vols. and 3-3/4 x 9 folded papers, 660 ft., in open steel bins. Damaged by careless handling, brittle, dirty, torn. 1st floor S. (Bldg. A). (20538)

331. QUARTERLY SUMMARIES BY THE COLLECTOR OF CUSTOMS: MISCELLANEOUS CORRESPONDENCE, 1812 - 1883. Recapitulations of information contained in passenger manifests, giving port of arrival, name of Collector of Customs, date of quarterly report, number of passengers in each occupation, number of people in various groups accompanying passengers in each occupational classification, and total number of males and females; also letters written by Collector of Customs to Secretary of State about various passengers. (Never.) 3 3/4 x 9 folded papers, 3 ft., in open steel bin. 1st floor, S. (Bldg. A). (20537)

Naturalization Division

332. ALIENS DENIED CITIZENSHIP, 1907 - 1929. Dockets of citizenship proceedings in unsuccessful cases. Filed alphabetically. (Frequently, official.) Variously sized papers, 38 ft., in drawers of steel filing cases. Dirty, torn. R. 618-B (Bldg. B). (140)

333. ALIENS ADMITTED TO CITIZENSHIP, 1907 - 1929. Dockets of citizenship proceedings in successful cases, giving summaries of cases. Filed alphabetically. (Frequently, official.) Variously sized papers, 732 ft., in drawers of wooden card cabinets. Dirty, torn, scattered. R. 618-B (Bldg. B). (142, 143)

334. CORRESPONDENCE ON DECLARATIONS OF INTENTIONS, 1907 - 1929. Filed numerically. (Rarely, official.) 9 x 11 bundles, 26 ft., in drawers of steel filing cases. Torn. R. 609 (Bldg. B). (126)

335. MISCELLANEOUS COURT CASES, CLOSED, 1907 - July 1, 1929. Closed court cases, showing correspondence, decisions, applications, and petitions. Filed by court. (Rarely, official.) 9 x 11 bundles, 212 ft., in drawers of steel and wooden filing cases. Torn. R. 609 (Bldg. B). (101)

336. CORRESPONDENCE ON CASES RECEIVED PRIOR TO JULY 1, 1929, FOR VERIFICATION OF ARRIVAL, 1907. Correspondence relating to dates and details of arrivals. Filed by fee receipt number. (Occasionally, official.) 9 x 11 bundles, 102 ft., in drawers of steel filing cases. R. 609 (Bldg. B). (137)

337. CORRESPONDENCE RELATING TO NATURALIZATION OF SOLDIERS, 1907 to date. Filed by declaration number. (Occasionally, official.) 9 x 11 bundles, 18 ft., in drawers of steel filing cases. Damaged by careless handling, torn. R. 609 (Bldg. B). (119)

338. CORRESPONDENCE WITH CONGRESSMEN, 1907 to date. Miscellaneous correspondence. Filed alphabetically by name of congressman. (Frequently, official.) 9 x 11 bundles, 8 ft., in drawers of steel filing cases. Dirty, torn. R. 609 (Bldg. B). (132)

339. GENERAL INDEX, 1907 to date. Index to all files in custody of naturalization unit of Immigration and Naturalization Service. Arranged alphabetically. (Frequently, official.) 3 x 5 cards, 560 ft., in drawers of wooden and steel transfer cases. R. 618-B (Bldg. B). (115)

340. CORRESPONDENCE, 1907 to date. Correspondence pertaining to request for examinations. (Occasionally, official.) 9 x 11 bundles, 178 ft., in drawers of steel filing cases. Damaged by careless handling, torn, ink faded. R. 609 (Bldg. B). (121)

341. INVESTIGATIONS, 1916 - 1929. Records of investigations of complaints concerning applicant's requests for citizenship. Filed by name of applicant. (Rarely, official.) 3 x 5 cards, 28 ft., in drawers of steel card cabinets. Brittle, dirty, torn. R. 609 (Bldg. B). (103)

342. EXPIRED DECLARATION, 1924 - 1929. (Occasionally, official.) 9 x 11 bundles, 20 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (136)

343. LISTS OF PETITIONS RECOMMENDED TO BE GRANTED AT FINAL HEARINGS BEFORE COURTS, 1926 to date. Court calendar of cases arranged before courts. Filed chronologically. (Occasionally, official.) 8 x 9 bundles, 8 ft., in drawers of steel filing cases. Torn. R. 609 (Bldg. B). (104)

344. RETURNED DECLARATIONS FOR NATURALIZATION, July 1, 1929 to date. Filed numerically. (Rarely, official.) 9 x 11 bundles, 58 ft., in drawers of steel filing cases. Torn. R. 609 (Bldg. B). (102)

345. APPLICATIONS FOR CERTIFICATES OF DERIVATIVE CITIZENSHIP, July 1, 1929 to date. Filed alphabetically. (Frequently, official.) 10 x 12 envelope, 28 ft., in drawers of steel filing cases. R. 609 (Bldg. B). (105)

346. APPLICATIONS IN WHICH DECLARATIONS HAVE BEEN FILED, July 1, 1929 to date. Form A-2213, receipt number. Filed numerically. 3 x 5 card indexes. (Frequently, official.) 9 x 11 folders, 760 ft., in drawers of filing cases. R. 618-B (Bldg. B). (129)

347. CERTIFICATES OF ARRIVAL, July 1, 1929 to date. Filed by application number, 3 x 5 card indexes. (Frequently, official.) 3½ x 8 certificates, 25 ft., in drawers of steel card cabinets. Torn. R. 618-B (Bldg. B). (138)

348. CORRESPONDENCE ON APPLICATIONS FOR CITIZENSHIP AND DECISIONS OF COURTS, 1929 to date. Copies of correspondence between courts and Naturalization Service; also result of court's decisions. Filed by case number. 3 x 5 card index. (Occasionally, official.) 9½ x 12 folders and envelopes, 8 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (123)

349. CORRESPONDENCE ON APPLICATIONS REQUIRING INVESTIGATION, July 1929 to date. Letters forwarded to the Service relative to the morals, characters and qualities of applicants requesting naturalization. 3 x 5 card index. (Frequently, official.) 9 x 11 bundles, 14 ft., in drawers of steel filing cases. Damaged by careless handling, torn. R. 618-B (Bldg. B). (125)

350. CORRESPONDENCE ON CASES WHERE IMPROPER REMITTANCE TO NATURALIZATION SERVICE WAS MADE, 1929 to date. Copies of letters calling attention to applicants concerning improper remittance and instructing them about procedure. Filed alphabetically. (Occasionally, official.) 9 x 11 bundles, 20 ft., in drawers of steel filing cases. R. 609 (Bldg. B). (135)

351. CORRESPONDENCE WITH ATTORNEYS RELATIVE TO PROSPECTIVE CASES, 1929 to date. Correspondence concerning legal problems. Filed alphabetically. 3 x 5 card index. (Occasionally, official.) 9 x 11 bundles, 6 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (120)

352. CORRESPONDENCE WITH DISTRICT COURTS, July 1929 to date. Correspondence on naturalization cases. Filed by court. 3 x 5 card indexes. (Frequently, official.) 9 x 11 bundles, 14 ft., in drawers of filing cases. R. 618-B (Bldg. B). (118)

353. GENERAL CORRESPONDENCE, 1929 to date. Questions dealing with naturalization processes but not specifically pertaining to any case. Filed alphabetically. 3 x 5 card index. (Occasionally, official.) 9 x 11 bundles, 8 ft., in drawers of steel filing case. R. 618-B (Bldg. B). (122)

354. GENERAL FILE, 1929 to date. First and second papers of applicants on which no action has been taken, and related correspondence. Filed by receipt number. 3 x 5 card indexes. (Frequently, official.) 9 x 11 bundles, 216 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (127)

355. IMMIGRANT IDENTIFICATION CARDS, 1929 to date. 3 x 5 card index. (Frequently, official.) 3 x 5 cards, 6 ft., in drawers of steel card cabinet. R. 618-B (Bldg. B). (124)

356. APPLICATIONS INCORRECTLY FILLED OUT AND SENT BACK FOR CORRECTION, July 1929 to date. 3 x 5 card index. (Daily, official.) 9 x 11 papers, 16 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (134)

357. INDEX TO APPLICATIONS SERVICE, 1929 to date. Index to declarations, applications and petitions for citizenship, showing progress made leading to citizenship. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 848 ft., in steel card cabinets. R. 618-B (Bldg. B). (114)

358. MISCELLANEOUS FILES, July 1929 to date. Copies of correspondence on supplies and repairs. Filed alphabetically. 3 x 5 card index. (Occasionally, official.) 11 x 14 bundles, 14 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (116)

359. PETITIONS FILED IN COURTS OF THIS DISTRICT, July 1, 1929 to date. Petitions for citizenship filed in all courts of this district, including proceedings. Filed numerically by court number. (Frequently, official.) 9 x 11 bundles, 1334 ft., in drawers of steel filing cases. Damaged by careless handling, crumpled. R. 609 (Bldg. B). (128)

360. PETITIONS FILED IN U. S. DISTRICT COURTS, IN BROOKLYN AND NEW YORK, ON WHICH FINAL ACTION WAS TAKEN RECENTLY, 1929 to date. All papers relative to naturalization proceedings, including correspondence. Filed by receipt number. 3 x 5 card index. (Frequently, official.) 9 x 11 folders, 152 ft., in drawers of filing cases. R. 618-B (Bldg. B). (131)

361. PETITIONS FILED IN UNITED STATES DISTRICT COURTS IN NEW YORK AND BROOKLYN, AWAITING FINAL ACTION AND APPLICATIONS FOR DECLARATIONS AND PETITIONS READY FOR NOTICES, 1929 to date. Record of papers awaiting further progress in naturalization proceedings. Filed numerically. 3 x 5 cards index. (Frequently, official.) 9 x 11 bundles, 520 ft., in drawers of steel filing cases. R. 618-B (Bldg. B). (130)

362. RECEIPTS FOR FEES, July 10, 1929 to date. Copies of receipts for fees for certificates of arrival. 3 x 5 card index. (Occasionally, official.) Variously sized slips, 40 ft., on wooden shelves. R. 618-B (Bldg. B). (139)

363. RECORD OF PETITIONS HEARD BY COURT, 1932 to date. Record of petitions approved or disapproved by court. 3 x 5 card index. (Frequently, official.) 9 x 11 papers, 1 ft., in drawer of filing case. R. 618-B (Bldg. B). (133)

364. APPLICATIONS FOR DUPLICATE PAPERS, CURRENT. Filed numerically. 3 x 5 card indexes. (Frequently, official.) 9 x 11 bundles, 4 ft., in drawers of filing case. Dirty, torn. R. 618-B (Bldg. B). (117)

Re-entry Permit Division

365. IMMIGRATION AND NATURALIZATION FILE, Jan. 1932 to date. Hearings on aliens who wish to leave and who desire re-entry permits upon returning, showing case number, date, and record of complete hearing. Filed numerically. (Occasionally, official.) 11½ x 8 folders, 18 ft., in drawers of metal filing cases. Dirty. R. 240-242 (Bldg. C). (13551)

366. PERMIT NOTIFICATIONS, 1934 to date. Notification cards sent to departing aliens who wish to re-enter, and requesting them to appear in person at this office. Filed chronologically. (Rarely, official.) Variously sized bundles, 15 ft., on floor and on desk. Dirty. R. 240-242 (Bldg. C). (13547)

367. APPLICATIONS FOR RE-ENTRY PERMITS, Jan. 1936 to date. Application of departing aliens who desire to re-enter; listing name of applicant, residence, file number, and date application was sent to Bureau of Immigration. Filed chronologically. (Occasionally, official.) 3 x 5 cards, 5 ft., in drawers of metal filing case. R. 240-242 (Bldg. C). (13549)

368. CORRESPONDENCE ON DISCREPANCIES, Jan. 1936 to date. Correspondence on aliens desiring re-entry permits, showing discrepancies in application, name of person, investigation, nature of statements made on application, and visa, list of discrepancies. (Occasionally, official.) 9½ x 12 folders, 6 in., in drawer of metal filing case. R. 240-242 (Bldg. C). (13422)

369. EMERGENCY FILE, Jan. 1936 to date. Record of emergency file pertaining to aliens living in this country and who intend to leave, showing request for permit to re-enter, name of applicant, date, number of application, date of departure, name of steamship on which alien is sailing, foreign address, nature of emergency. Filed alphabetically. (Occasionally, official.) 9 x 11½ folders, 1 ft. 6 in., in drawer of metal filing cabinet. R. 240-242 (Bldg. C). (13548)

370. ACKNOWLEDGMENT RECEIPTS FOR RE-ENTRY PERMITS, Jan. 1936 to date. Acknowledgments from other stations to this office, stating that permits have been received. (Occasionally, official.) 7 x 10 sheets, 6 in., in drawer of wooden filing case. R. 240-242 (Bldg. C). (13548)

371. RE-ENTRY PERMIT LIST, Jan. 1936 to date. Record of re-entry permits issued but not called for, showing name of applicant, permit and application numbers, and signature of acting inspector in charge of re-entry. (Occasionally, official.) 8 x 10½ sheets, 1 in., hanging on wall. R. 240-242 (Bldg. C). (13545)

372. RE-ENTRY PERMITS, Jan. 1936 to date. Form 632, record of permits issued to aliens previously admitted into the U. S. and now returning as non-quota immigrants, showing date of expiration, personal description of applicant, date permit was issued by Washington and signature of Commissioner. Filed alphabetically. (Occasionally, official.) 5 x 8 sheets, 12 ft. 6 in., in drawers of wooden filing cases. R. 240-242 (Bldg. C). (13545)

Boarding Division

373. RECORD OF SHIP ARRIVALS, 1917 to date. N.Y. Form 235, showing name of ship, date, port of arrival, and name of company. Filed alphabetically. (Occasionally, official.) 8½ x 14 vols. and bundles, 1 ft., in drawer of metal filing case. Dirty. R. 18 (Bldg. C). (12184)

374. GENERAL, CHINESE, EXECUTIVE ORDERS, AND MISCELLANEOUS ITEMS, 1922 to date. Orders issued by Immigration Service relative to admission of aliens, with special orders concerning Chinese aliens, executive orders, and bills for supplies shipped to this office. (Daily, official.) 8 x 11½ folders, 9 in., in drawer of steel filing case. R. 18 (Bldg. C). (12191)

375. CHINESE GENERAL ORDERS, 1924 to date. Executive orders pertaining to Chinese immigration; also announcements of enforcements of various sections of law pertaining to exclusion of Chinese immigrants from this country. (Occasionally, official.) 8½ x 14 vol., 1 in., on desk. Dirty. R. 18 (Bldg. C). (12182)

376. MISCELLANEOUS FILE, 1928 to date. Annual and monthly reports of boarding division; confidential notices relative to apprehension of aliens; correspondence concerning admission of aliens to participate in Century of Progress Exposition; lists of exchange students; reports of investigations of aliens; rules to be followed by Deporting Division; and reports of search of vessels. (Rarely, official.) 8 x 11½ folders, 3 ft., in drawers of steel filing case. R. 18 (Bldg. C). (12186)

377. MISCELLANEOUS RECORDS, 1929 to date. Executive orders from President to Immigration Service suggesting the enforcement of regulation as specified in the Immigration Act of 1924, and subsequent revisions, and notices from District Director to other officers. (Occasionally, official.) 8½ x 14 vols., 4 in., on filing cabinet. Dirty. R. 18 (Bldg. C). (12185)

378. CONFIDENTIAL NOTICES, 1930 - 1935. Record of confidential information sent to Inspection Officers relative to administration of the Boarding Division, referring to lost visas or entry permits, notice informing inspector to watch for aliens presenting these lost documents, deportation of undesirable aliens, fraudulent entry permits, final action on re-entry permits. Filed chronologically. (Occasionally, official.) 9 x 11 vols., 2 ft., on wooden shelves. R. 18 (Bldg. C). (12188)

379. REPORTS OF BOARDING OFFICERS, July 1, 1930 to date. Statements issued by masters of boats showing number of passengers, stowaways, workaways, consular passengers, stockmen, and Chinese carried on board; also number of crew members to be discharged. Filed alphabetically. (Daily, official.) 3 x 5 cards, 50 ft., in drawers of steel filing cases. R. 18 (Bldg. C). (12192)

380. CHECK-OUTS OF ALIENS, 1934 to date. Form 559, notices to deliver, detain on board, or remove aliens; also reports of immigration inspectors of Boarding Division verifying departure of aliens. Filed alphabetically. (Daily, official.) 8 x 11½ folders, 2 ft., in drawers of metal filing case. R. 18 (Bldg. C). (12193)

381. CORRESPONDENCE, 1934 to date. Copies of correspondence between inspector in charge of Boarding Division and District Director, regarding entrance of aliens into U. S., searching of ships for stowaways, aliens entering country suspected of having contagious diseases, renewal of passports and deportation of undesirables; also manifests and cases brought before Board of Special Inquiry. (Daily, official.) 8 x 11 folders, 1 ft. 8 in., in drawers of metal filing case. R. 18 (Bldg. C). (12189)

382. TIME RECORD, 1934 to date. Record of assignments of officers of Boarding Division, showing name of office, name of ship, places assigned to, and time of personnel going on or off duty. Filed chronologically. (Daily, official.) 8½ x 14 vol., 2 in., on shelf. R. 18 (Bldg. C). (12187)

383. OVERTIME RECORDS, Sept. 1935 to date. Records of overtime work showing names of men employed on vessels, hours worked, hours worked overtime, and amount paid. Filed chronologically. (Occasionally, official.) 8 x 10½ bundles, 10 in., in drawer of metal filing case. R. 18 (Bldg. C). (12183)

384. CREW LISTS, current. Name of ship, date, port of arrival, names of crew, length of service, employee position, age, sex, race, nationality, height, weight, whether paid, and signature of immigration inspector. Filed chronologically. (Daily, official.) 18 x 18 sheets, 2 ft. 8 in., on wooden shelves. R. 18 (Bldg. C). (12181)

Investigation Unit

385. CONFIDENTIAL FILE, 1934 to date. Legal papers drawn up for prosecution of persons illegally entering this country. Filed numerically. 3 x 5 card index. (Daily, official.) 9 x 11 envelopes, 151 ft. 7 in., in drawers of steel filing cases. Rs. 1018 and 1020 (Bldg. D). (15633-15636)

NIAGARA FALLS

BORDER PATROL SERVICE
SENIOR PATROL INSPECTOR
Immigration Border Patrol Station
7325 Buffalo Ave.

This office was established in 1924. It patrols the border from Tonawanda, N. Y., to Devil's Hole on the lower Niagara River, one half of Grand Island, and inland territory as far east as Rochester. From its establishment in 1924 until 1930, it was situated in the U. S. Immigration Office, Niagara Falls, and has been located at its present location since 1935. On July 1st, 1930 when the office first moved to its present location, all records were sent to office of the District Director, District 7, Buffalo, N. Y. No records have been lost or destroyed by accident nor are any considered useless.

386. CORRESPONDENCE, Apr. 1935 to date. Inter-departmental correspondence. (Frequently, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 4. (101)

387. MISCELLANEOUS, Apr. 1935 to date. Records of known smugglers; suspected aliens; copies of records of apprehension; and monthly record of activities. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 4. (102)

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
(A) Main Bldg., 9th St. and Depot Ave.
(B) Station, Falls View Bridge.
(C) Station, Lower Arch Bridge.

This office was established in September, 1891. It controls the entrance of all aliens over the three traffic bridges and four railway bridges at Niagara Falls. This agency has not lost or destroyed any records. Only immigration visas and return permits are sent to Washington. Certain other papers and reports are sent to Buffalo office. From 1891 to 1908 it was located at U. S. Customs House, 2245 Whirlpool St.; from 1908 to 1917 at New York Central Railway Station; and from 1917 to date at its present location.

388. GENERAL FILE, July 1, 1903 - June 30, 1935. Correspondence and reports relative to personnel, complaints, investigations, instructions, requests for information, smuggling, and miscellaneous statistics. (Rarely, official.) 8½ x 11 folders, loose-leaf books, and bundles, 11 ft. 1 in., on wooden shelf and in drawers of filing cases. Damaged by water, rodents, and silverfish, dirty, ink faded. Basement and R. 3 (Bldg. A). (83, 71)

389. INSTRUCTIONS TO PERSONNEL, July 1, 1903 to date. Communications from Washington and Buffalo to inspector-in-charge concerning instructions to personnel regarding immigration and naturalization matters. (Frequently, official.) 10 x 12 covers, 7 ft., in drawers of wooden and steel filing cases. R. 5 and Statistical Room (Bldg. A). (84, 54)

390. PROCEEDINGS, SPECIAL INQUIRY BOARD, July 1, 1903 to date. Records of Board of Special Inquiry. (Daily, official.) 8 x 10 covers, 5 ft. 3 in., in 38 wooden document holders and drawers of steel filing cases. Statistical Room (Bldg. A). (58,51)

391. STENOGRAPHERS' NOTEBOOKS, July 1, 1903 to date. Complete file of notes on proceedings of the Board of Special Inquiry. (Rarely, official.) 3 x 6 vols., 8 ft. 9 in., on wooden shelves. Dirty. Basement (Bldg. A). (43)

392. RECORD OF INDIVIDUALS, 1906 to date. Identification index. (Daily, official.) 3 x 5 cards, 8 ft. 1 in., in 4 wooden card cabinets. R. 4. (Bldg. A). (82)

393. RECORD OF SUBJECTS, 1906 to date. Identification index to all files and correspondence, listing subject, and identifying file number. (Frequently, official.) 3 x 5 cards, 10 in., in wooden card cabinet. R. 4 (Bldg. A). (38)

394. PERSONNEL RECORDS, Jan. 1, 1907 to date. Correspondence and reports concerning past and present employees, relative to length of service, discharges, reinstatements, transfers, leaves of absence, efficiency, and conduct. (Daily, official.) 10 x 12 folders, 7 ft., in drawers of steel filing case. R. 5 (Bldg. A). (91)

395. LOOK-OUT NOTICES, Jan. 1, 1910 - Aug. 31, 1928. Notices of persons wanted, including related correspondence and other data. (Rarely, official.) 8½ x 11 covers and loose-leaf books, 1 ft. 4 in., in wooden cupboards. Dirty, damaged by water, vermin, and rodents. Basement (Bldg. A). (42)

396. INDEX, Jan. 1, 1912 - May 28, 1926. Index of persons admitted, rejected, or deported at Niagara Falls, and Lewiston, and of persons rejected, deported or named in look-outs, at other ports of entry. (Daily, official.) 3 x 5 cards, 124 ft., in card cabinets. Statistical Room (Bldg. A). (52)

397. REJECTIONS, Jan. 1, 1912 - Dec. 31, 1935. Correspondence and all available data on aliens ineligible to enter U. S., and on those who entered illegally. (Frequently, official.) 8½ x 11 loose-leaf books, 20 ft., on wooden shelves. Dirty, damaged by rodents and vermin. Basement (Bldg. A). (40)

398. OBSOLETE FILES, 1914 - 1922. Correspondence; old ledgers; day and time books; look-out notices; invalidated instructions; and closed files on contract labor, deferred cases, and rejected aliens. (Never.) 14 x 18 vols., 9 x 12 folders, and 10 x 14 bundles, 19 ft., on wooden shelves. Damaged by book lice, silverfish, mice, and water, dirty. Basement (Bldg. A). (46)

399. GENERAL FINANCIAL FILE, June 1, 1914 - July 1927. Head-tax accounts, including letters, statements, bills from individuals and companies; copies of blanket bonds of carriers covering crews and passengers; authorization of expenses; contracts; leases; payrolls; travel expenses; and monthly summaries. (Rarely, official.) 4 x 7 vols., 9 x 12 folders, and 8½ x 11 covers, 5 ft. 6 in., in 2 drawers of wooden filing case, on wooden shelves, and in cardboard box. Dirty, damaged by water, vermin, and rodents. Basement (Bldg. A). (44)

400. ABANDONMENT CASES, July 1, 1914 to date. Cases relating to aliens who have deserted their residence in the U. S., showing correspondence, appeal, applications for readmission. Filed numerically. (Rarely, official.) 8½ x 11 folders, pockets, and covers, 6 ft. 9 in., in drawers of steel filing case. Rs. 1-4 (Bldg. A). (64, 73, 78)

401. CHINESE CASES, July 1, 1914 to date. Complete file of Chinese cases. Filed numerically, (old records, rarely, official, current records, frequently, official.) 8½ x 11 folders and covers, 2 ft. 3 in., in drawers of steel filing case. Rs. 3, 4. (Bldg. A). (72, 79)

402. DEPORTATIONS, 1914 to date. Correspondence, testimony, and memoranda concerning deportation of aliens to Canada under agreement with Canadian government; correspondence relative to aliens brought here from other districts; reports of aliens detained; appearance; request for passports and deportation of

aliens for political activity. (Old records, rarely official; current records, daily, official.) 8½ x 11 folders and 17 x 20 covers, 5 in., in drawers of steel filing cases. Rs. 1, 2 (Bldg. A). (65, 70, 77)

403. CORRESPONDENCE ON ORIENTALS, Mar. 1, 1916 - Jan. 31, 1919. Correspondence relative to orientals applying for admission as tourists or students. (Frequently, official.) 8½ x 11 covers, 3 ft., in wooden cupboards. Dirty. Basement (Bldg. A). (41)

404. PRIMARY INSPECTION SLIPS, July 1, 1917 - Dec. 31, 1922. Form 187, inspections slips relative to aliens seeking to enter U. S., showing name of alien, name of nearest relative, destination, and general description. (Daily, official.) 5 x 8 books, 6 ft., on 5 wooden shelves. Statistical Room. (Bldg. A). (60)

405. HEAD-TAX, July 1, 1917 to date. Primary inspection slips with data on refund of head-tax stamped July 1, 1917 - May 1, 1923; certificates issued at other ports for refund of head-tax at Niagara Falls. (Rarely, official.) Variously sized book forms, 11 ft., in 10 wooden document holders and 1 wooden card cabinet. Statistical Room. (Bldg. A). (55)

406. GENERAL FILE, 1917 to date. Inter-departmental correspondence; personnel statistics; time reports; reports concerning complaints; investigations; smuggling; and miscellaneous statistics. (Daily, official.) 8½ x 11 folders, pockets, and covers, 10 ft., in 3 drawers of steel filing cases. R. 4 (Bldg. A). (81)

407. INSPECTION AND IDENTIFICATION, July 1, 1917 to date. Reports and correspondence concerning inspection of seamen, stowaways, aliens in transit, contract labor, steamships, and pass cards for immigrants, seamen, and students. (Old records, rarely, official; current records, daily, official.) Variously sized folders, covers and bundles, 21 ft., on wooden shelves and in drawers of steel filing cases. Dirty, damaged by water and vermin. Basement and Rs. 1-3 (Bldg. A). (45, 68, 75)

408. GENERAL FILE, July 1, 1918 - June 30, 1934. Departmental correspondence and reports relating to investigations, personnel, complaints, smuggling, requests for information, and miscellaneous statistics. (Frequently, official.) 8½ x 11 folders, pockets, and covers, 10 ft., in drawers of steel filing cases. Rs. 1 and 2 (Bldg. A). (62)

409. FINANCIAL RECORDS, July 1, 1922 to date. Accounting file for head-tax accounts, including letters, statements, and bills from individuals and companies; copies of blanket bonds; expense authorizations; contracts; leases; payrolls; travel expenses; and monthly summaries. (Old records, rarely, official; current records, daily, official.) 8½ x 11 folders and covers, 11 ft. 8 in., in drawers of steel filing cases. Rs. 1-4 (Bldg. A). (67, 69, 76)

410. LOOK-OUT NOTICES, July 1, 1922 to date. Case histories of individuals not admitted into the U. S. (Daily, official.) 8½ x 11 folders, pockets, and covers, 7 ft. 6 in., in drawers of steel filing cases. Rs. 1, 2 and 4 (Bldg. A). (63, 80)

411. MISCELLANEOUS CORRESPONDENCE, July 1, 1922 to date. Copies of inter-departmental correspondence regarding assignments of personnel, baggage, detention of aliens, instructions to senior and acting senior inspectors, photostatic copies of naturalization certificates, and lost passports; also correspondence with District Director, Buffalo, regarding legal decisions, decisions of comptroller, and correspondence with Washington regarding quotas. (Frequently, official.) 10 x 12 covers, 3 ft., in 2 wooden drawers. R. 5 (Bldg. A). (90)

412. NATURALIZATION, July 1922 to date. Expatriation cases, registrations, cancellations, prosecutions, citizenship certificates, and all related correspondence on naturalization. (Old records, rarely, official; current records, daily, official.) 8½ x 11 folders and covers, 10 ft., in drawers of steel filing cases. Rs. 1-3 and Waiting Room, 2d floor (Bldg. A). (66, 50, 24)

413. PERSONAL MANIFESTS, May 1, 1922 to date. Identification cards of aliens showing personal history, physical description, and file number. Filed alphabetically. (Daily, official.) 4 x 6 cards, 5 ft. 5 in., in card cabinets. Statistical Room (Bldg. A). (61)

414. REPORTS, July 1, 1925 - Jan. 1928. Time and daily reports issued by Border Patrol Service, Niagara Falls, to District Director at Buffalo, showing daily activities. (Frequently, official.) 9 x 10 bundles, 12 ft. on wooden shelves. Dirty. Basement (Bldg. A). (39)

415. PERMITS, Jan. 1, 1925 to date. Permits issued to persons entering U. S. for a temporary stay. (Rarely, official.) 3 x 5 cards, 2 ft. 9 in., in 3 wooden card cabinets. R. 5 (Bldg. A). (86)

416. COMMUTERS, Jan. 1, 1927 to date. Applications for identification cards for aliens, citizens, and non-immigrants commuting to and from Canada, showing physical descriptions, and photographs of applicants; also copies of letters requesting return of identification cards no longer in use. (Frequently, official.) 10 x 12 papers, 13 ft. 6 in., in 7 drawers of wooden filing cases. R. 5 (Bldg. A). (85)

417. IDENTIFICATION CARDS, ALIENS, Jan. 1, 1927 to date. Identification cards issued to alien commuters, showing physical description, and photographs. (Daily, official.) 3 x 5 cards, 4 ft. 6 in., in 8 drawers of wooden card cabinets, R. 5 (Bldg. A). (88)

418. LECTURES, Jan. 1, 1927 to date. Copies of minutes of meetings held by inspector-in-charge of personnel. (Occasionally, official.) 10 x 12 envelopes, 1 ft., in drawers of wooden filing case. R. 5 (Bldg. A). (87)

419. LOOK-OUTS, Apr. 12, 1928 to date. Copies of letters from inspector-in-charge, Niagara Falls, to subordinates, warning against admission of certain persons, and rejections at other ports. (Daily, official.) 10 x 12 covers, 2 ft. 6 in., on wooden shelf. Statistical Room. (Bldg. A). (59)

420. DOCKETS OF DEPORTATION CASES, July 1, 1929 - June 30, 1933. Record of deported persons, showing name, nature of charge warranting deportation, nationality, date warrant was issued and served, number of warrant, date of hearing, name of inspector, address of alien, amount of money, baggage, time of detention, amount, kind, and date of bond; also record of bureau, departmental action, final disposition of case, passport, status, and remarks. (Rarely, official.) 5 x 8 sheets, 1 ft., in drawer of card cabinet. R. 6 (Bldg. A). (92)

421. ADMISSIONS AND REJECTIONS, July 1, 1929 to date. Form 521, showing name, age, sex, nationality, native country, names and ages of children under 16, accompanying individual and signatures of applicant and immigration inspector. (Daily, official.) 3 x 5 cards, 3 ft., in 3 drawers of wooden card cabinets. Statistical Room (Bldg. A). (56)

422. NOTICES, Jan. 1, 1931 - Dec. 31, 1933. Letters from inspector-in-charge to steamship lines, listing aliens, admitted at Niagara Falls, showing name of vessel, and date of sailing; also request of notice from line that various persons have sailed. (Never.) 10 x 12 covers, 5 ft. 6 in., in drawers of wooden filing case. R. 6 (Bldg. A). (93)

423. REPORTS, July 1, 1933 to date. Copies of reports from inspector-in-charge to District Director at Buffalo, including annual reports, and reports on government and Japanese property; Chinese detentions; deportation of aliens, and copies of bids and contracts. (Daily, official.) 10 x 12 covers, 1 ft. 6 in., in drawer of wooden filing case. R. 5 (Bldg. A). (89)

424. INSTRUCTIONS, Jan. 1 - Aug. 31, 1934. Letters from inspector-in-charge at Niagara Falls to subordinates concerning phases of departmental work. (Daily, official.) 10 x 12 envelopes, 2 in., in drawer of wooden cabinet. Waiting Room, 1st floor (Bldg. A). (49)

425. CANADIAN REJECTIONS, Apr. 1, 1934 to date. Canadian immigration forms for persons rejected at Niagara Falls, giving name, date, reason for rejection, and signature of Canadian Inspector. (Daily, official.) 5 x 8 envelopes, 2 ft., in drawer of steel filing case. Statistical Room (Bldg. A). (57)

426. GENERAL FILE, Sept. 30, 1934 to date. Record of aliens admitted as visitors, showing rejection of some, look-out notices, time and day books, head-tax refund certificates, general instructions and correspondence. (Daily, official.) 8½ x 11 covers and 3 x 5 cards, 15 ft. 6 in., in drawers of steel filing case and wooden card cabinet. R. 6 (Bldg. B) and R. 2 (Bldg. C). (94, 95)

427. GENERAL FILE, July 1, 1934 to date. Aliens admitted or rejected as visitors, look-out notices, time and day books, head-tax refund certificates, general instructions and correspondence. (Daily, official.) 8½ x 11 covers, 3 x 5 cards, 7 ft., in drawers of steel filing case and 4 drawers of wooden card cabinet. R. 2 (Bldg. C). (95)

428. TRAIN MANIFESTS, Oct. 2, 1934 to date. Statements from railway lines, showing number of passengers entering U.S. by train, and train and coach numbers. (Rarely, official.) 10 x 12 envelopes, 10 in., in wooden cabinet. Waiting Room, 1st floor, S. E. (Bldg. A). (47)

429. LOOK-OUT, Sept. 1, 1935 - Apr. 30, 1936. Letters from inspector-in-charge, Niagara Falls, relating to warning of ineligible persons entering U. S. and notice of rejection of persons at other ports. (Daily, official.) 10 x 12 envelopes, 4 in., in wooden cabinet. Waiting Room, 1st floor (Bldg. A). (48)

430. TRACERS, Jan. 1, 1935 to date. Copies of letters from inspector-in-charge, Niagara Falls, to steamship lines requesting information on certain passengers on vessels. (Daily, official.) 10 x 12 envelopes, 1 ft., in drawer of steel filing case. Statistical Room. (Bldg. A). (53)

OGDENSBURG

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
U. S. Customs Bldg., 1 Isabelle St.

This office was established about 1900. No records have been destroyed through accident or lost. No papers are considered useless. Visas, return permits, and identification cards are sent to the Commissioner of Immigration and Naturalization in Washington, D.C. Before moving to its present location in 1910, this office was located in the United States Post Office Building.

431. ARRIVAL OF ALIEN IMMIGRANTS, Jan. 1, 1900 - Dec. 31, 1907. Form 1539, stating name, age, sex, occupation, and naturalization. (Never.) 10 x 12 vol., 1 in., on wooden shelf. Dirty, torn, bindings broken. Storeroom, 2d floor. (131)

432. CROSS INDEX TO CORRESPONDENCE, Jan. 1, 1900 to date. (Daily, official.) 3 x 5 cards, 15 ft., in 18 drawers of wooden card cabinet. 2d floor, front. (110)

433. LOOK-OUTS, REJECTIONS, DEPORTATIONS, AND CONSULAR VISA REFUSALS, Jan. 1, 1900 to date. Forms 1125 and 1196. (Frequently, official.) 3 x 5 cards, 45 ft., in 54 drawers of card cabinets. Assistant Inspector's Office, First floor. (140)

434. PERSONNEL FILE, Jan. 1, 1900 to date. Personnel records showing date of appointment of employee, promotion, transfer, civil service ratings, group insurance, personal injuries, and travel authorizations. (Frequently, official.) 9 x 12 envelopes, 4 ft., in 2 drawers of wooden filing case. Storeroom, 2d floor. (132)

435. PROPERTY RECORD, Jan. 1, 1900 to date. Record of government property in custody of office, showing condition and date property was received; also records for Port of Waddington, N. Y. (Rarely, official.) 3 x 5 cards, 5 in., in drawer of wooden card cabinet. Office. (114)

436. MISCELLANEOUS RECORDS, Jan. 1, 1902 - Dec. 31, 1930. Records concerning steamships traveling between Canada and foreign ports, showing Chinese cases; practicing attorneys; railroads; ferrys; bus and bridge companies; signatories to Canadian agreements; and deportations. (Rarely, official.) 3 x 5 cards, 1 ft. 1 in., in drawer of wooden card cabinet. Office. (115)

437. CORRESPONDENCE, Jan. 1, 1903 - Dec. 31, 1911. With Customs officials, pertaining to water transfers. Filed chronologically. (Never.) 10 x 12 vols., 6 in., on wooden shelf. Dirty, torn, bindings broken. Storeroom, 2d floor. (124)

438. CORRESPONDENCE, Jan. 1, 1903 - Dec. 31, 1934. Correspondence with governmental departments and bureaus concerning inquiries, applications for entry, contract labor, passports, identification cards, visas, certificates of arrival, return permits, inspection schedules, abandonment of domicile, overtime, and investigation of naturalization status. (Rarely, official.) 9 x 12 envelopes, 4 ft. 2 in., in 2 drawers of wooden filing case. Dirty. Storeroom, 2d floor. (121)

439. PRIMARY MANIFESTS, Oct. 1, 1906 - Jan. 1, 1922. Special Form 97, complete history and description of applicants for admission to U. S. (Rarely, official.) 12 x 12 loose sheets, 7 ft. 6 in., in 3 drawers of metal filing case. 2d floor, front. (117)

440. REPORTS AND MANIFESTS, Jan. 1, 1906 - Dec. 31, 1928. Correspondence; daily, weekly, semi-monthly, annual reports; and manifests. (Rarely, official.) 9 x 12 envelopes, 8 ft. 3 in., in 4 drawers of metal filing case. Dirty. Storeroom, 2d floor. (128)

441. ACCOUNTS, EXPENSES, SALARIES, VOUCHERS, Jan. 1, 1906 - Dec. 31, 1934. Financial records relative to maintenance of aliens, articles purchased, telephone calls and telegrams, office rental, and salaries of attendants and temporary employees. (Rarely, official.) 9 x 12 envelopes, 4 ft. 2 in., in 2 drawers of wooden filing case. Storeroom, 2d floor. (133)

442. ALIENS ADMITTED, Jan. 1, 1906 to date. Form 521, showing name of alien, place of birth, sex, age, home address, country of citizenship, names and ages of children under 16 accompanying individual, and signatures of applicant and immigration inspector. (Frequently, official.) 3 x 5 cards, 23 ft. 10 in., in 22 drawers of metal card cabinets. Assistant Inspector's Office. (141)

443. RETURNING U. S. CITIZENS, Jan. 1,1906 to date. Record of citizens returning to U. S. after visit or temporary residence in Canada. (Frequently, official.) 4 x 6 and 3 x 5 cards, 2 ft. 8 in., in drawer of card cabinet. Assistant Inspector's Office. (144)

444. CHINESE CASES, Jan. 1, 1908 - Dec. 31, 1924. Records pertaining to discharge certificates; investigations and re-investigations; arrests of Chinese; native-born Chinese applying for passports; and Chinese women married to U. S. citizens. (Rarely, official.) 9 x 12 envelopes, 10 in., in drawer of wooden filing case. Dirty. Storeroom, 2d floor. (122)

445. REQUISITIONS, Jan. 1, 1908 - Feb. 28, 1935. Requisitions for stationery, furniture, uniform equipment, books, maps, and transportation. (Rarely, official.) 9 x 12 envelopes, 7 in., in drawer of wooden filing case. Storeroom, 2d floor. (135)

446. STEAMSHIP LINES AND OTHER CARRIERS, Jan. 1, 1912 - Dec. 31, 1934. Lists of arrivals of vessels of various steamship lines. (Rarely, official.) 9 x 12 envelopes, 5 in., in drawer of metal filing case. Storeroom, 2d floor. (146)

447. CERTIFICATES LIFTED, Jan. 1, 1913 - Dec. 31, 1924. Form 524. (Never.) 3 x 5 cards, 1 ft. 1 in., in drawer of card cabinet. Dirty. Assistant Inspector's Office. (137)

448. PASSPORTS, VISAS, IDENTIFICATION CARDS, Jan. 1, 1914 - Dec. 31, 1935. Passports, visas and permits, and identification cards of resident, non-resident and hostile aliens. (Rarely, official.) 9 x 12 envelopes, 10 in., in drawer of metal filing case. Dirty. Storeroom, 2d floor. (129)

449. IDENTIFICATION CARDS, Jan. 1, 1915 to date. (Daily, official.) 3 x 5 cards, 10 in., in drawer of card cabinet. Assistant Inspector's Office. (138)

450. PROCEEDINGS, BOARD OF SPECIAL INQUIRY, Jan. 1, 1917 - Oct. 31, 1936. Form 521, primary examinations of aliens seeking admission. (Rarely, official.) 9 x 12 envelopes, 15 ft. 4 in., in drawers of metal filing cases. Storeroom, 2d floor. (126)

451. ADMISSIONS, Jan. 1, 1917 to date. Form 548, showing name of applicant, birthplace, age, sex, race, nationality, occupation, previous residence (if any in U. S.), physical defects, and signature of Immigration Officer. (Daily, official.) 4 x 6 cards, 1 ft. 3 in., in drawer of wooden card cabinet. 2d floor, front. (126)

452. CHECK-BACKS, Jan. 1, 1922 to date. Form 548, record of temporary admissions without investigation. (Frequently, official.) 4 x 6 cards, 9 in., in drawer of metal card cabinet. Assistant Inspector's Office. (143)

453. INDEX TO NON-MANIFEST CASES, Jan. 1, 1922 to date. Index to records of aliens temporarily admitted by Board of Special Inquiry. (Frequently, official.) 4 x 6 cards, 8½ in., in drawer of metal card cabinet. Assistant Inspector's Office, 1st floor. (142)

454. REJECTIONS, Jan. 1, 1922 to date. Form 548. (Frequently, official.) 4 x 6 cards, 4 ft., in 2 drawers of wooden card cabinet. 2d floor, front. (119)

455. ANNUAL LEAVE, Jan. 1, 1923 - Dec. 31, 1935. Correspondence relative to annual leave, applications for sick leave, leave without pay, and administrative and legislative furloughs. (Never.) 9 x 12 envelopes, 4 in., in drawer of metal filing case. Dirty. Storeroom, 2nd floor. (130)

456. INSPECTION, ADMISSION, AND REJECTIONS OF ALIENS, Jan. 1, 1923 - Dec. 31, 1935. Correspondence, lists, bonds, certificates, and records, concerning primary procedure; admissions; rejections by authorized letter or under bond; admitted and rejected cases; docket of Board of Special Inquiry; and admission of visitors and transients without tax or transit bonds. (Rarely, official.) 9 x 12 envelopes, 24 ft. 11 in., in 13 drawers of wooden filing cases. Storeroom, 2d floor. (120)

457. INVESTIGATIONS, Jan. 1, 1923 - Dec. 31, 1935. Lists, correspondence, reports, and certificates concerning investigations of lawful residence; applications to import labor; aliens returning to Canada voluntarily; conditions at U. S. ports on St. Lawrence River; persons deported from Canada to U. S.; deportation parties to Atlantic and Pacific ports; Chinese investigations; persons suspected of smuggling aliens, and complaints. (Rarely, official.) 9 x 12 envelopes, 44 ft., in 24 drawers of wooden filing cases. Storeroom, 2d floor. (134)

458. LEGAL DOCUMENTS, Jan. 1, 1923 - Dec. 31, 1935. Leases, contracts, subpoenas, habeas corpus proceedings, bonds, bids, and signatories to Canadian agreements. (Rarely, official.) 9 x 12 envelopes, 2 ft., in drawer of wooden filing case. Dirty. Storeroom, 2d floor. (136)

459. GENERAL FILE, ACTIVE, Jan. 1, 1923 to date. Correspondence, lists, vouchers, manifests, and various legal papers concerning accounts; expenses; salaries; appointments; inspections; investigations; legal matters; annual leave; passports; visas; identification cards; reports; requisitions for supplies; listing of steamship lines; carriers of aliens; and transportation of officials. (Daily, official.) 9 x 12 envelopes, 8 ft., in 4 drawers of wooden filing cases. 2d floor, rear. (109)

460. CORRESPONDENCE, BORDER PATROL, June 1, 1924 - Dec. 31, 1935. Correspondence with Border Patrol officials concerning apprehension of aliens. (Rarely, official.) 9 x 12 folders, 7 in., in drawer of metal filing case. Dirty. Storeroom, 2d floor. (123)

461. TRANSPORTATION, Jan. 1, 1926 - Dec. 31, 1935. Records of official passes and government transportation requests, via railroads, steamship lines, and other conveyances. (Rarely, official.) 9 x 12 envelopes, 4 in., in drawer of metal filing case. Dirty. Storeroom, 2d floor. (127)

462. HEAD-TAX REFUND CERTIFICATES, Jan. 1, 1926 - Dec. 31, 1936. Form 514. (Rarely, official.) 4 x 7 stub books, 5 ft. 10 in., in drawers of metal filing case. Dirty, torn. Storeroom, 2d floor. (125)

463. VISITORS AND TRANSIENTS, Jan. 1, 1929 - Dec. 31, 1934. Letters from consuls concerning visitors and transients admitted without passports. (Rarely, official.) 9 x 12 folders, 11 in., in drawer of wooden filing case. 2d floor, front. (112)

464. PRE-EXAMINATIONS, Jan. 1, 1929 to date. Form 521, issued in Canada. (Daily, official.) 4 x 6 cards, 10 in., in drawer of metal filing case. 2d floor, front. (118)

465. DAILY PASSENGERS, Jan. 1, 1932 to date. Daily record of ferry passengers entering port. (Daily, official.) 8 x 14 vols. (2), 2 in., on desk. Assistant Inspector's Office, 1st floor. (139)

466. CORRESPONDENCE AND COMMUNICATIONS, Jan. 1, 1934 to date. Records of warrant cases; passports; identification cards; question and answer statements; correspondence with all customs departments; head-tax refunds; investigation reports and depositions; primary procedure; and general verification of aliens. (Rarely, official.) 9 x 12 envelopes, 4 ft. 2 in., in 2 drawers of wooden filing case. 2d floor, front. (113)

467. CREW LISTS, ALIEN SEAMEN, Jan. 1, 1935 to date. List of alien crew members of vessels entering this port. (Frequently, official.) 5 x 10 bundles, 2 ft. 6 in., in 6 transfer cases. Assistant Inspector's Office. (145)

468. ALIENS ADMITTED AS VISITORS, Jan. 1, 1936, to date. Form 694 and supplementary report, showing date and port of entry, name of alien, sex, nationality, race, place of birth, home address at time of admission, and signatures of visitor and immigration inspector. (Daily, official.) 4 x 7 cards, 5 in., in drawer of metal filing case. 2d floor, front. (111)

ROCHESTER

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Federal Bldg.
Church and N. Fitzhugh Sts.

This office was established in August 1904. Information is not available as to the disposition of records prior to 1927, but from that year no records have been lost or destroyed; a few papers and other records are, however, sent to the District Office in Buffalo. Its original location was in the U. S. Custom House, 387 River Street, at Charlotte, New York, where it remained until 1914, when it was moved to Rochester.

469. DIARY OF IMMIGRATION INSPECTOR, PORT HOPE, ONTARIO, Aug. 1904 - Dec. 1906. Diary of immigration inspector, showing working hours of inspectors, time of arrival and departure of trains or vessels, names of conductor or master of vessel, and number of passengers inspected. (Never.) 5 x 8 vols., 3/4 in., in wooden cabinet. Torn, dirty. R. 52. (508)

470. ADMISSIONS - PRIMARY INSPECTIONS, Aug. 1904 - Apr. 30, 1923. Form 187, showing date of arrival, name of alien, age, sex, nationality, marital status, health, occupation, literacy, race, last address, name and address of nearest relative or friend, destination, and name of person or organization paying passage of persons, port of landing, date, name of steamship. (Daily, official.) 8 x 10 envelopes, 1 ft., 8 in., in drawer of wooden filing case. R. 2. (527)

471. WARRANT CASES - CLOSED, 1905 - Jan. 1934. Record of deportation proceedings arising under act of 1900. Form 535, description and photograph; Form 607, report of hearing; Form 617, passport data; Form 553, bond; Form C-237, affidavit that officers of surety company are empowered to execute bond; Form 522, card record of deportee; Form 565, application for warrant of arrest; Form 505, certificate of admission of alien; and Form

571, overtime services. (Daily, official.) 8½ x 14 covers and file wrappers, 31 ft. 2 in., in drawers of steel filing cases. Dirty. R.52. (515)

472. INVESTIGATIONS - CLOSED, 1906 - 1934. Results of investigations of aliens overstaying leave, including number of aliens in prison, employed, illiterate aliens, aliens leaving U. S., voluntary departures, illegal entries by persons previously deported, and bond forfeitures. (Daily, official.) 8½ x 14 covers, 16 ft., in drawers of wooden filing case. Brittle, frayed, dirty. R. 52. (522)

473. DIARIES OF IMMIGRATION INSPECTORS, Jan. 1907 - Mar. 1911. Immigration inspectors' diaries, showing day and hour of departure of trains and vessels, name of conductor or master, number of passengers examined, inspector's name, and remarks relative to particular aliens. (Never.) 8½ x 11 vols. (3), 1½ in., in wooden cabinet. Dirty, bindings broken. R. 52. (511)

474. INDEX TO CASE NUMBERS, 1907 to date. Index to case numbers, showing case number, and data pertaining to immigration or naturalization status. (Daily, official.) 3 x 5 cards, 22 ft., in drawers of steel card cabinet. R. 2. (547)

475. NATURALIZATION PETITIONS - CLOSED, Aug. 1910 - June 1929. Form 2328, abstract of pertinent facts regarding aliens applying for citizenship. (Daily, official.) 4½ x 8 covers, 5 ft., 6 in., in drawers of steel filing case. Dirty. R. 52. (518)

476. WARRANT CASES, Dec. 1910 - 1934. Record of warrant cases, showing name of alien, nationality, location of preliminary hearing, date warrant of deportation was requested and received, and date of final disposition. Index. (Never.) 8½ x 14 vol., ½ in., in wooden cabinet. R. 52. (514)

477. ROCHESTER BRIEFS, Feb. 7, 1911 - June 29, 1929. Form 2328, abstract of pertinent facts regarding aliens applying for citizenship, showing name of petitioner, residence, nationality, business, record of adjournments, results of examination, date of final hearing, whether admitted or denied, place and date of declaration, and names, residences, nationalities, and business of witnesses. (Daily, official.) 4½ x 8 sheets, 1 ft., 1½ in., in drawer of steel filing case. Dirty. R. 52. (504)

478. DISPOSITION OF ALIENS APPLYING FOR ADMISSION, Jan. 1915 - Feb. 1916. Record of dispositions of aliens applying for admission, showing name and number of applicant, nationality, race, age, date and port of arrival, name of carrier, destination, occupation, and disposition. (Never.) 8½ x 14 vol., ½ in., in wooden cabinet. Dirty, bindings broken. R. 52. (510)

479. TRANSFER FILES, June 1916 - Aug. 1932. Transfer files showing records, salary vouchers; transportation; staff appointments; transfers; requests for supplies; monthly employment reports; bonds; steamship arrivals; and deserting seamen. (Daily, official.) 8⅓ x 14 covers, 24 ft., in drawers of wooden filing cases. Dirty, frayed. R. 52. (516)

480. APPLICATIONS FOR PERMITS OF DEPARTURE, Sept. 1918 - May 1919. Form C; also Form 1098; reporting income paid to non-resident aliens during 1917. (Never.) 8 x 11 envelopes, 2 ft., in wooden box. Damaged by silverfish, dirty. R. 52. (502)

481. NATURALIZATION PETITIONS, Oct. 1920 - Sept. 30, 1934. Forms A-2214 and 2204-LA, and supporting papers. (Daily, official.) 8½ x 11 papers, 2 ft., in drawer of steel filing case. Damaged by careless handling, dirty. R. 52. (544)

482. WARRANT CASES - PENDING, Feb. 1921 to date. Case records of aliens whose deportation is delayed for various reasons. (Frequently, official.) 8½ x 11 covers, 10 in., in drawer of steel filing case. R. 2. (535)

483. PERMANENT ADMISSIONS, May 1, 1923 to date. Form 548, record of entry of aliens; Form 657, manifest and record of registry, originating in Washington and sent to port of entry, showing date of arrival and registry. (Daily, official.) 4 x 6 cards, 2 ft. 7 in., in drawer of wooden filing case. R. 2. (534)

484. HEAD-TAX REFUND CERTIFICATES, Aug. 1924 - Sept. 1935. Form 514, showing names of port and aliens arriving, how arrived, date of admittance, destination, name of person issuing permit, name of carrier, physical description of alien, date, port, and method of departure of alien, and signatures of alien and immigration inspector. (Daily, official.) 5 x 8 vols., 1½ in., in wooden cabinet. Dirty. R. 52. (507)

485. INVESTIGATIONS, May 1, 1926 - May 30, 1932. Record of investigations conducted locally and elsewhere, showing name of alien, date, and disposition of case. (Never.) 8½ x 14 vol., 1 in., in wooden cabinet. Dirty. R. 52. (513)

486. INVESTIGATIONS - CLOSED, July 1, 1926 - June 30, 1933. Record of investigations made at request of other stations concerning persons suspected of being in U. S. illegally, of evading head-tax; also concerning Americans illegally in Canada. Card index. (Daily, official.) 8½ x 14 covers, 4 ft., in drawers of wooden filing case. Frayed, dirty. R. 52. (521)

487. INVESTIGATIONS OUTSIDE ROCHESTER, June 1926 - Jan. 1934. Record of investigations of penal institutions to determine citizenship of inmates; aliens voluntarily leaving U. S.; overstay of temporary permits; employed and resident aliens; legal

and illegal entries; deportations; and collection of head-tax fees; Form 591, cover; Form 505, certificate of admission; and Form 533, request for verification of landing. (Daily, official.) 8½ x 14 covers, 4 ft., in drawers of wooden filing case. Frayed. R. 52. (520)

488. ALIENS IN AUBURN PRISON AND ELMIRA REFORMATORY, Oct. 1927 - June 1932. Record of alien prisoners showing name and alias of convict, dates of request for warrants, date warrant was received, date and place of hearing, date warrant for deportation was received, date sentence expires, and disposition of case. (Never.) 8½ x 14 vols. (2), 1 in., in wooden cabinet. Dirty. R. 52. (506)

489. MANIFEST OF ALIEN SEAMEN, 1929 - 1933. Form 680, records of alien seamen employed on each vessel. (Never.) 8 x 11 envelopes, 2 ft., in wooden box. Damaged by silverfish. R. 52. (503)

490. PASSENGER ARRIVALS, Dec. 1929 - Sept. 1930. Record of passenger arrivals, showing names of vessels, inspectors, citizens, and aliens, and dates of arrival. Index. (Never.) 8½ x 14 vol., ½ in., in wooden cabinet. Dirty, bindings broken. R. 52. (512)

491. NATURALIZATION PETITIONS, Aug. 15, 1929 - Mar. 27, 1935. Forms A-2214 and 2204-L4 and all supporting papers. (Daily, official.) 8½ x 11 papers, 14 ft., in drawers of steel filing cases. R. 52. (543)

492. REGISTRY CERTIFICATES - CLOSED, July 1929 - Sept. 1935. Forms 672 and 659, with case histories of aliens who illegally entered U. S. prior to 1921 and have subsequently applied for registry, showing alien's name, age, time of entry, date and place of arrival, country of birth, personal description, and recommendation of local office. (Daily, official.) 8 x 10½ covers, 9 ft., 1 in., in drawers of steel filing case. R. 52. (519)

493. ELMIRA REFORMATORY CASES, Feb. 1930 - Dec. 31, 1933. Case histories of deportable aliens in Elmira Reformatory, showing complete criminal record of each alien; also correspondence between immigration inspector, superintendent of reformatory, and District Director at Buffalo; Form 505, certificate of admission of alien convict; Form 617, passport data; Form 565, application for warrant of arrest; Form 8-A, warrant of arrest; Form 522, card record of deportee; Form 607, report of alien's hearing; Form 535, description of alien deported; and Form 516, transfer blank. (Daily, official.) 8 x 10½ covers, 6 ft., in drawers of steel filing case. Dirty. R. 52. (541)

494. INVESTIGATIONS, 1930 - July 15, 1934. Record of investigations relative to admission of alien children of naturalized American citizens. (Never.) 8½ x 11 covers, 1/16 in., in drawer of wooden filing case. R. 2. (531)

495. REMOVALS, Mar. 1931 - Aug. 1934. Applications submitted by aliens requesting the return to their native countries under general order 169, authorizing removal of alien paupers at government expense; correspondence between immigration authorities and aliens; Form 150, authorization for removal; Forms 505, 615, alien's application for removal; Forms591, cover; and all testimony and supplemental papers. (Rarely, official.) 8 x 14 covers, 1 ft., in drawer of steel filing case. Dirty. R. 52. (505)

496. APPLICATIONS FOR CITIZENSHIP GRANTED AND DENIED, Oct. 7, 1931, to date. Case histories of persons who have petitioned for citizenship either granted or denied by naturalization court. (Frequently, official.) 8½ x 11 covers, 1 ft., 5 in., in drawer of steel filing case. R. 2. (540)

497. INVESTIGATIONS - CLOSED, July 1, 1932 - June 30, 1934. Record of investigations, showing name of person investigated and disposition of case. (Never.) 8½ x 14 vol., ½ in., in wooden cabinet. Dirty, bindings broken. R. 52. (509)

498. RE-ENTRY PERMITS - CLOSED, Jan. 1932 - Jan. 1934. Permits issued to aliens legally in U. S., who desire to leave country temporarily; also applications and correspondence. (Never.) 8 x 14 covers, 2 ft., in drawer of steel filing case. Dirty. R. 52. (517½)

499. APPLICATIONS FOR RE-ENTRY PERMITS, Jan. 1, 1932 - Jan. 1935. Form 634, showing name of applicant, residence, file number, date permit was sent to bureau, date received, and bureau's file number. (Never.) 3 x 5 cards, 6 in., in drawer of wooden filing case. R. 2. (533)

500. NATURALIZATION PETITIONS, May 1, 1932 to date. Forms A-2214 and 2204-LA. (Rarely, official.) 8½ x 11 papers, 14 ft., in drawers of filing cases. R. 2. (545)

501. TRANSFER FILES - CURRENT AND CLOSED, July 1, 1932 to date. Correspondence relative to administrative detail; vouchers; expense accounts; personnel matters; leaves of absence; advance; requests for transportation; and other routine matters. (Rarely, official.) 8½ x 11 folders, 4 ft., 6 in., in drawers of wooden filing case. R. 2. (539)

502. INVESTIGATIONS - PENAL INSTITUTIONS, Feb. - Nov. 1934. Record of investigations of inmates of penal institutions, to determine citizenship, including testimony, correspondence, and copies of criminal records, certificates of admission, and

requests for verification of landing. (Daily, official.) 8½ x 11 covers, 8 in., in drawer of wooden filing case. R. 2. (528)

503. APPLICATIONS FOR RE-ENTRY PERMITS, Feb. 20, 1934 to date. Form 633; also notice from Commissioner of Immigration to alien, notifying him of issuance of permit; and photograph of alien. Card index. (Rarely, official.) 8½ x 11 covers, 1 ft., 6 in., in drawer of wooden filing case. R. 2. (537)

504. CANCELLATIONS, Feb. 21, 1934 to date. Cancellations of naturalization papers, showing result of investigations by inspectors; also correspondence and copies of testimony. (Daily, official.) 8½ x 11 covers, 3 in., in drawer of steel filing case. R. 2. (526)

505. CHECK-OUTS, Sept. 12, 1934 to date. Voluntary departures of aliens verified by immigration inspectors at ports of departure; also related correspondence; Form 642, record of voluntary departure. (Rarely, official.) 8½ x 11 covers, 1/16 in., in drawer of wooden filing case. R. 2. (529)

506. CORRESPONDENCE - CITIZENSHIP STATUS, Mar. 1934 to date. Correspondence with District Director at Buffalo relative to citizenship status of visitors in district. (Daily, official.) 8½ x 14 papers, 1 ft., in drawer of wooden filing case. R. 2. (523)

507. DISPOSITIONS, Feb. 1934 to date. Record of dispositions of aliens petitioning for naturalization papers. (Rarely, official.) 8½ x 11 covers, 1 ft., in drawer of wooden filing case. R. 2. (524)

508. DERIVATIVE CASES, LOST PAPER CASES, AND NO-FEE CASES, Feb. 1934 to date. Derivative cases concerning applications for citizenship from children of naturalized parents; Form 2600, [illegible] pertaining to citizens who have lost their certificates of naturalization and who are applying for duplicates. (Frequently, official.) 8½ x 11 covers, 3 ft., in drawer of wooden filing case. R. 2. (536)

509. ELMIRA REFORMATORY CASES, June 1, 1934 to date. Complete case histories of deportable aliens serving sentences in Elmira Reformatory. (Daily, official.) 8½ x 11 covers, 6 in., in drawer of steel filing case. R. 2. (542)

510. INVESTIGATIONS FOR DEPORTATION, Jan. 1934 to date. Record of investigations of aliens allegedly living illegally in U. S. (Daily, official.) 8½ x 11 covers, 5 ft. 6 in., in drawers of wooden filing case. Dirty. R. 2. (530)

511. MISCELLANEOUS INVESTIGATIONS, Feb. 1934 to date. Record of minor violations of immigration law for which deportation may not be inflicted; also correspondence and copies of testimony. (Rarely, official.) 8½ x 11 covers, 8 ft., in drawers of wooden filing case. R. 2. (532)

512. NATURALIZATION PETITIONS, June 1934 to date. Forms A-2214 and 2204-LA. (Daily, official.) 8½ x 11 papers, 10 in., in drawer of filing case. R. 2. (546)

513. REQUESTS FOR INFORMATION, Feb. 9, 1934 to date. Correspondence to immigration inspectors requesting advice on problems of immigration and naturalization. (Daily, official.) 8½ x 11 covers, 2 in., in drawer of wooden filing case. R. 2. (538)

514. NATURALIZATION PETITIONS - CLOSED, Nov. 1935 to date. Forms 2204-LA and A-2214 and all supplemental papers. (Occasionally, official.) 8½ x 11 papers, 4 ft., in drawers of steel filing case. R. 2. (525)

ROOSEVELTOWN

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
International Bridge, American End.

The precise date of the establishment of this office is uncertain, but it is believed to have been before 1904. Prior to May 16, 1934, it was located in Cornwall, Ontario, but on that date was moved to its present location. It has jurisdiction over the stations at Hogansburg and Louisville Landing. The latter station is in operation only during the season of navigation on the St. Lawrence River. None of its records have been destroyed by accident or lost. No papers are considered useless. No records are sent to Washington, but certain records are forwarded to District 1 headquarters, Newport, Vt. This office has occupied no other buildings since its removal to Rooseveltown.

515. DEAD LETTER FILE, Jan. 1, 1909 - Dec. 31, 1922. Letters concerning various subjects pertaining to business of the office. (Never.) 9 x 11 bundles (12), 1 ft. 5 in., in drawer of metal filing case. Storage Room. (9)

516. ADMISSIONS, Jan. 1910 - Dec. 31, 1922. Record of persons admitted, showing name and description of person admitted, address and occupation. (Rarely, official.) 4 x 6 cards, 2 ft. 6 in., in 2 drawers of card cabinet. General Office. (7)

517. REJECTIONS, 1910 to date. Form 548, concerning aliens refused admission in U. S. at this and other ports. (Frequently, official.) 4 x 6 cards, 6 ft. 8 in., in 20 drawers of card cabinets. General Office. (2)

518. MISCELLANEOUS RECORDS, July 1, 1920 - Dec. 31, 1928. Correspondence, reports, and schedules, concerning stations at Louisville Landing and Massena. (Never.) 9 x 11 bundles, 2 in., on wooden shelf. Storage Room. (18)

519. VOUCHERS, July 1, 1920 - June 30, 1930. Vouchers for office rent and fuel for Hogansburg office. (Never.) 9 x 11 bundles, 8 in., on wooden shelf. Storage Room. (33)

520. MISCELLANEOUS, Jan. 1, 1920 - Dec. 31, 1934. Reports, schedules, and correspondence relative to inspections, admissions, appointments, promotions, transfers, and rejections by Canadian immigration officers. (Never.) 9 x 11 folders, 1 ft., in drawer of metal filing case. Storage Room. (10)

521. LETTERS, Jan. 1, 1921 - Dec. 31, 1925. Letters, reports, and schedules relative to persons for whom this office has been advised by Montreal office to be on watch. (Never.) 9 x 11 vols. (3), 7½ in., on wooden shelf. Storage Room. (15)

522. ADMISSIONS AT RIVER PORTS, Jan. 1, 1922 to date. See entry 516. (Frequently, official.) 4 x 6 cards, 10 ft., in 8 drawers of card cabinet. General Office. (11)

523. ADMISSIONS - ROOSEVELTOWN, Jan. 1, 1922 to date. See entry 516. (Frequently, official.) 4 x 6 cards, 5 ft., in 4 drawers of card cabinet. General Office. (8)

524. CORRESPONDENCE ON ADMISSIONS, Jan. 1, 1924 - Dec. 31, 1925. Correspondence relative to permanent admissions. (Never.) 8 x 10½ bundle, ½ in., on wooden shelf. Storage Room. (28)

525. CORRESPONDENCE, REJECTIONS, Jan. 1, 1925 - Dec. 31, 1927. (Never.) 9 x 12 bundles, 6 in., on wooden shelf. Storage Room. (21)

526. REJECTIONS - PORTS OTHER THAN OGDENSBURG, Dec. 1, 1926 - June 15, 1929. Correspondence and reports relative to rejections at ports other than Ogdensburg. (Never.) 9 x 11¾ bundles (3), 3 in., on open wooden shelf. Storage Room. (22)

527. MISCELLANEOUS REPORTS, 1927. Reports of verification of entry, showing lawful residence in U. S., and entry without inspection. (Never.) 8½ x 11 bundles, 2½ in., on open wooden shelf. Storage Room. (14)

528. MISCELLANEOUS - ROOSEVELTOWN AND CORNWALL, Jan. 1, 1927 - Dec. 31, 1931. Correspondence and other records relative to activities of Rooseveltown and Cornwall, Ontario, offices. (Never.). 9 x 11 bundles, 3 in., on wooden shelf. Storage Room. (12)

529. REJECTIONS - MONTREAL, Jan. 1 - Dec. 31, 1929. Correspondence and reports relative to aliens rejected by Montreal office. (Never.) 8½ x 11 bundles, 1 in., on open wooden shelf. Storage Room. (19)

530. MISCELLANEOUS FILE, Sept. 1931 - Apr. 1936. Correspondence with District Headquarters, showing travel reports, vouchers and amendments, corrections and explanations. (Never.) 8 x 10½ bundles, 1½ in., on wooden shelf. Storage Room. (13)

531. CORRESPONDENCE - LOUISVILLE LANDING, 1932. Reports, schedules and correspondence originating at Louisville Landing station. (Never.) 9 x 11 bundle, 1 in., on wooden shelf. Storage Room. (31)

532. HEAD-TAX REFUND CERTIFICATES, 1932. Form 514, showing name, address, and description of alien, and name of issuing officer. (Never.) 5 x 8 bundles, 9 in., on open wooden shelf. Storage Room. (36)

533. MONTHLY REPORTS - LOUISVILLE LANDING, July 1 - July 31, 1932. (Never.) 9 x 11 bundles, 6½ in., on open wooden shelf. Storage Room. (40)

534. CORRESPONDENCE WITH DEPARTMENT OF JUSTICE, 1933; 1935. Correspondence concerning criminal cases with which this office has been connected. (Never.) 8 x 10½ bundle, ¼ in., on wooden shelf. Storage Room. (39)

535. CORRESPONDENCE - EXPLANATORY, 1934. Correspondence from office of Commissioner of Immigration at Montreal, Province of Quebec, explaining various items in circular letters or instructions issued by Immigration and Naturalization Service. (Never.) 8 x 10½ bundle, 1 in., on wooden shelf. Storage Room. (42)

536. REQUESTS FOR VERIFICATION OF LANDING, Jan. 1 - Dec. 31, 1934. Form 533, verification of landing of aliens in U. S., showing description and status. (Never.) 8 x 10½ bundles, 1/8 in., on open wooden shelf. Storage Room. (27)

537. TIME REPORTS, May 1 - May 30, 1934. Time reports, showing date, hours, examinations, admissions, duties, and remarks relative to work of each patrolman. (Never.) 8 x 10½ bundle, 1/8 in., on wooden shelf. Storage Room. (34)

538. DAILY ADMINISTRATIVE REPORTS, June 1934 - Nov. 1935. Reports and schedules concerning daily activities of Louisville Landing and this office. (Never.) 8 x 10½ bundles, 1½ in., on open wooden shelf. Storage Room. (32)

539. PAYROLL LISTINGS, May 19, 1934 - Oct. 15, 1935. Form 2035, record of payroll listings, showing names of officers, titles, stations, and salaries. (Never.) 8 x 10½ bundle, ¼ in., on wooden shelf. Storage Room. (29)

540. REPORT OF MONTHLY TRANSACTIONS, May 31, 1934 - Oct. 26, 1935. Form MF-10, recording statistics on aliens, new entries, applications for admission by oriental seamen, pending cases. (Never.) 8 x 10½ bundles, ½ in., on wooden shelf. Storage Room. (30)

541. APPREHENSIONS - BORDER PATROL, June 4, 1934 - Aug. 11, 1936. Form 644-A, record of persons apprehended by Border Patrol Service and Customs Border Patrol after entering U. S. illegally. (Rarely, official.) 8 x 10½ bundle, ½ in., on open wooden shelf. Storage Room. (38)

542. CORRESPONDENCE ON ENTRIES, May 29, 1934 - Sept. 30, 1936. Correspondence relative to applications submitted by alien visitors for extensions of stay. (Rarely, official.) 8 x 10½ bundles, 3 in., on wooden shelf. Storage Room. (26)

543. DEPORTATIONS FROM CANADA, May 16, 1934 - March 30, 1936. Record of Americans deported from or refused admission to Canada. (Rarely, official.) 5½ x 8 bundles, 1 in., on open wooden shelf. Storage Room. (41)

544. PERSONNEL, May 1, 1934 - Apr. 30, 1936. Correspondence and reports relative to records of immigration inspectors while associated with this office. (Never.) 8 x 10½ bundle, 1½ in., on wooden shelf. Storage Room. (24)

545. REJECTIONS, May 16, 1934 - Sept. 27, 1936. Form 2017-A, for aliens who have applied for entry to U. S. at Rooseveltown. (Rarely, official.) 5½ x 8 bundles, 3 in., on wooden shelf. Storage Room. (17)

546. SCHEDULES - HOGANSBURG, May 27, 1934 - May 2, 1936. Schedule of working hours of inspectors at Hogansburg, showing name of officer, hours, days, weeks, and months worked. (Never.) 8 x 10½ bundles (2), 1 in., on wooden shelf. Storage Room. (20)

547. SCHEDULES - ROOSEVELTOWN, June 17, 1934 - Apr. 19, 1936. Schedules relative to shifts worked by customs men doing immigration work. (Never.) 8 x 10½ bundle, ½ in., on wooden shelf. Storage Room. (25)

548. ANNUAL LEAVE, Jan. 1, 1934 to date. Records of annual leave, showing name of employee, nature of leave, position, salary, enlistment, station, and calendar dates. (Never.) 8 x 10½ bundle, 5/8 in., on wooden shelf. Storage Room. (23)

549. HEAD-TAX, June 1, 1935 - Oct. 9, 1936. Form 603, bill and notice for head-tax and cashier's receipt, showing port, name and address of alien, classification, and total tax. (Never.) 8 x 9½ bundle, 2 in., on open wooden shelf. Storage Room. (35)

550. MISCELLANEOUS CORRESPONDENCE, Jan. 1, 1935 - Oct. 13, 1936. (Rarely, official.) 8½ x 11 bundles, 2 in., on open wooden shelf. Storage Room. (16)

551. CORRESPONDENCE AND REPORTS, Jan. 1935 to date. Correspondence and reports pertaining to leaves, vouchers, smuggling, inventory, uniforms, permits, inspections, morale, accidents, allotments, requisitions, time reports, cooperation, transportation, decisions, and look-outs. (Frequently, official.) 9 x 12 folders, 2 ft. 10½ in., in 3 drawers of metal filing case. Office of inspector-in-charge. (1)

552. OATHS OF RETURNING CITIZENS, June 1,- Oct. 1, 1936. Form 511, showing name, statement of citizenship, reason for absence, and countries visited. (Rarely, official.) 8 x 10½ bundles, 1/8 in., on open wooden shelf. Storage Room. (37)

553. ADMISSIONS, 1936 to date. Form 521, issued in Canada, showing name of alien, place of birth, sex, age, home address, country of citizenship, names and ages of children under 16 accompanying individual, and signatures of applicant and immigration inspector. (Frequently, official.) 5 x 7 cards, 4½ in., in drawer of card cabinet. General Office. (3)

554. MONTHLY REPORTS, 1936 to date. Reports and schedules concerning office transactions. (Frequently, official.) 8 x 10 sheets, 3 in., on desk. General Office. (6)

555. VERIFICATION OF LANDING, Jan. 1936 to date. Form 548. (Frequently, official.) 4 x 6 cards, 9 in., in 2 drawers of card cabinet. General Office. (4)

556. VISITORS, Jan. 1936 to date. Form 603, bill and notice of head tax. (Daily, official.) 5 x 7 cards, 6 in., in drawer of card cabinet. General Office. (5)

ROUSES POINT

BORDER PATROL SERVICE
CHIEF PATROL INSPECTOR
Immigration and Customs House,
Overtons Corners.

This office was established July 1, 1924, and prior to February 1933, it was under the supervision of the Commissioner of Immigration at Montreal, Province of Quebec. Since that date it has been responsible to the District Director, District 1, Newport, Vt. Useless papers are retained here pending instructions for their disposal. No records have been destroyed by accident. Records are sent first to the District Director and relayed by him to the Department of Labor at Washington. Prior to October 1, 1933, when it was moved to its present location, this office occupied premises on Pratt Street, Rouses Point, N. Y.

557. ANNUAL TRANSPORTATION, July 1924 to date. Record of transportation of officers, showing names of travelers, railroad pass numbers, points of travel, purpose of journey, and amount of savings made by using pass. (Daily, official.) 9 x 12 sheets, 3 ft. 3 in., in drawers of steel filing case. R. 205. (76)

558. ASSIGNMENTS, July 1, 1924 to date. Form MF 17, daily assignments of patrol officers. (Daily, official.) 9 x 12 forms, 20 ft., in drawers of steel filing case and on steel shelves. R. 104. (81)

559. REPORTS, Jan. 1, 1924 to date. Patrolmen's weekly reports, listing name of officer, number of miles patroled, vehicles examined, and persons questioned; also names of persons apprehended, nature of offences, and dates. (Frequently, official.) 9 x 12 sheets, 3 ft. 3 in., in drawer of steel filing case. R. 205. (67)

560. GENERAL ORDERS, July 1, 1924 to date. General orders and instructions covering district patrol and special patrol orders, sub-district special orders; also personal letters to patrolmen. Card index. (Daily, official.) 9 x 12 sheets, 18 ft., in 6 drawers of steel filing cases, 2 wooden crates, and 1 drawer of wooden filing case. R. 104. (68)

561. GOVERNMENT PROPERTY TRANSFERRED, July 1, 1924 to date. Record of government property, showing furniture, revolvers, and automobiles transferred to other districts, listing time and date of transfer. (Rarely, official.) 2 x 4 cards, 2 in., in drawer of steel filing case. R. 205. (70)

562. PATROL APPREHENSIONS, July 1, 1924 to date. Form 548, showing name, description of person arrested, place of birth, and place of entry. (Daily, official.) 3 x 6 cards, 1 ft. 6 in., in drawer of steel filing case. R. 205. (79)

563. PROPERTY RECORD, July 1, 1924 to date. Form 669, information concerning government property in custody of office. (Rarely, official.) 2 x 4 cards, 3 ft., in drawers of steel filing case. R. 205. (73)

564. CONDEMNED PROPERTY, Dec. 31, 1928 to date. Form 669, record of discarded property. (Frequently, official.) 2 x 4 cards, 1 in., in drawer of steel filing case. R. 205. (74)

565. TIRE RECORDS, Jan. 1, 1930 to date. Form 668, showing date put in use, and speedometer reading, date taken off with speedometer reading, and mileage used. (Rarely, official.) 5 x 8 sheets, 2 in., in drawer of steel filing case. R. 205. (77)

566. EXPENDABLE PROPERTY, Sept. 4, 1931 to date. Form 669, record of expendable property. (Daily, official.) 2 x 4 sheets, 4 in., in drawer of steel filing case. R. 205. (78)

567. TRANSFERS OF PATROL OFFICERS, 1931 to date. Record of patrol officers transferred to other districts, showing name, badge number, date of appointment, weight, height, and age, and place from and to which transferred. (Rarely, official.) 2 x 4 cards, 3 in., in drawer of steel filing case. R. 205. (71)

568. PROPERTY RECEIPT, Nov. 24, 1933 to date. Form 670, record of personal supplies. (Rarely, official.) 2 x 4 cards, 2 in., in drawer of steel filing case. R. 205. (72)

569. TRANSPORTATION REQUESTS, July 1, 1935 to date. Form 598, request for transportation of officers directed to transportation companies, showing name of traveler, starting point, and destination. (Rarely, official.) 9 x 12 sheets, 2 ft. 1 in., in drawer of steel filing case. R. 205. (75)

570. RADIO STATION, WWMP, Nov. 11, 1936 to date. Record of messages received and delivered by radio to and from other patrol stations. (Daily, official.) 9 x 15 vol., 1 in., in desk drawer. R. 204. (80)

571. TRANSPORTATION REQUESTS, June 8, 1936 to date. Form 1030, transportation requests signed by Chief Patrol Inspector, showing passenger's name, points of travel, fare, and dates. (Rarely, official.) 3 x 8 ticket book, ½ in., in desk. R. 205. (69)

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
U. S. Immigration & Customs House,
St. Johns Highway

This office was established in 1902. On August 10, 1913, naturalization duties were added. Prior to February 1933, this agency was under jurisdiction of the Commissioner of Immigration at Montreal, Province of Quebec. Thereafter it was placed under the District Director at Newport, Vt. The inspector in charge could give no information regarding any records which may have been lost or destroyed by accident. Every year an inventory of records on hand is sent to the Commissioner of Immigration and Naturalization at Washington, D. C., where it is checked and permission granted to destroy certain papers. Only fingerprint records are sent direct to Washington. All other records not destroyed are sent to the District Director of District 1, at Newport, Vt. Prior to February, 1933, these records were sent to the Commissioner of Immigration at Montreal, Province of Quebec. This agency occupied premises in the Delaware and Hudson Building on Pratt Street from 1902 to 1933, when it was moved to its present location.

572. PRIMARY INSPECTION SLIPS, July 1, 1904 - June 30, 1923. Treasury Form 187, showing date, name of alien, and nearest relative. (Rarely, official.) 4 x 6 cards, 6 ft. 8 in., in wooden box. R. 11. (48)

573. PERSONNEL RECORDS, 1906 to date. Complete record of each member of service. (Rarely, official.) 10 x 12 folders, 2 in., in drawer of steel filing case. R. 203. (60)

574. MONTHLY TIME REPORTS, July 1, 1920 to date. Monthly time reports, showing nature of duty performed, hours, absences, and sick leaves. (Rarely, official.) 7 x 8 sheets, 15 ft., in 5 wooden boxes. R. 113. (27)

575. WARRANT CASES, 1921 to date. Warrants issued for arrest of aliens entering country illegally. (Daily, official.) 10 x 12 folders, 38 ft., in drawers of steel filing cases. R. 202. (58)

576. DEPORTATIONS, July 1, 1924 to date. Records originating at office of District Director, showing name and description of deportee, and how deported. (Frequently, official.) 4 x 6 cards, 43 ft. 6 in., in drawers of wooden card cabinets. R. 117. (51)

577. HEAD-TAX REFUND, 1924 to date. Head-tax refund of monies paid by aliens entering U. S., showing amount refunded upon departure, name and address of alien, age, and destination. (Old records, rarely, official; current records, frequently, official.) 9½ x 15 envelopes and 5 x 8 books, 10 ft., in 2 drawers of wooden filing case, and on wooden shelves. Rs. 11 and 110. (2, 1)

578. VISAS ISSUED, July 1, 1924 to date. Record of passports issued to aliens visiting the U. S. for a temporary period, showing name and address of Consul issuing passports in Montreal. (Frequently, official.) 3 x 5 cards, 2 ft. 6 in., in drawer of wooden filing case. R. 117. (54)

579. REPORTS, 1926 to date. Reports sent to District Director, showing passports issued, transportation, appeals and monthly reports; also transactions, admissions, expenses and warrant case reports sent to Deportation Inspector. (Frequently, official.) 10 x 12 folders, 5 ft. 10 in., in drawer of steel filing case. R. 113. (30)

580. STENOGRAPHERS' NOTEBOOKS, July 1, 1926 to date. Data on investigations, showing general correspondence, warrant hearings, and hearings of the Board of Special Inquiry. (Rarely, official.) 4 x 8 notebooks, 15 ft. in bundles on wooden shelf and in wooden box. Dirty. R. 11. (66)

581. REJECTIONS, July 1, 1928 to date. Record of persons deported by warrant or rejected by Board of Special Inquiry for feeble-mindedness, prostitution, or criminal record. (Old records, rarely, official; current records, daily, official.) 3 x 5 cards, 6 ft. 2 in., in 4 wooden boxes and 2 metal card cabinets. Rs. 11 and 117. (65, 64, 52)

582. ADMISSIONS, July 1, 1929 to date. Form 548, record of aliens entering U. S., showing port of entry, date, name, age, sex, occupation, and place of birth of entrant. (Daily, official.) 4 x 6 cards, 74 ft. 4 in., in 33 drawers of metal card cabinets. R. 117. (47)

583. REJECTION NOTICES - CONSULAR, July 1, 1929 to date. Notices from U. S. consuls that visas have been refused to particular aliens. (Weekly, official.) 3 x 5 cards, 5 ft. 6 in., in drawer of wooden filing case. R. 117. (53)

584. REJECTIONS - CANADIAN, July 1, 1930 to date. Persons refused admission by Board of Special Inquiry or deported by warrant for cause. (Old records, rarely, official; current records, daily, official.) 3 x 5 cards, 2 ft. 10 in., in 3 wooden boxes and 2 drawers of wooden card cabinets. Rs. 11 and 117. (62, 61)

585. ABANDONMENT OF DOMICILE, July 1, 1931 to date. Record of aliens who applied for naturalization, or who later abandoned

the purpose, and have returned to their native land. (Daily, official.) 10 x 12 folders, 10 in., in drawer of wooden filing case. R. 113. (9)

586. ADMISSIONS - STUDENTS, July 1, 1931 to date. Reports submitted by students entering this country to study. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (14)

587. ADMISSIONS - ADVICES FROM DISTRICT DIRECTOR, July 1, 1931 to date. Requests for admission of certain individuals or parties. (Daily, official.) 10 x 12 folders, 1½ in., in drawer of wooden filing case. R. 113. (25)

588. AIRPLANES CROSSING BORDER, July 1, 1931 to date. Record of airplanes reported crossing border, showing number and description of report. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (42)

589. ANNUAL REPORTS, July 1, 1931 to date. Fiscal reports on business transacted by this office during the past year, showing number of cars and people reporting, number of arrests, and results. (Rarely, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (31)

590. APPLICATIONS FOR REFUND OF HEAD-TAX, July 1, 1931 to date. Applications and action taken. (Rarely, official.) 10 x 12 folders, 5 ft. 8 in., in drawers of wooden filing case. R. 113. (3)

591. BLANKET BONDS, July 1, 1931 to date. Record of blanket bonds posted by transportation companies as security that aliens transported will depart from U. S. at expiration of stay. (Daily, official.) 10 x 12 folders, 1 ft. 10 in., in drawer of wooden filing case. R. 113. (45)

592. BONDS, July 1, 1931 to date. Record of bonds posted by aliens as security for departure. (Daily, official.) 10 x 12 folders, 2 ft. 3 in., in drawer of wooden filing case. R. 113. (10)

593. BONDS - HOCKEY PLAYERS, July 1, 1931 to date. Record of bonds posted by Canadian hockey clubs as security that alien players will return to Canada at close of permitted stay. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (46)

594. BUS PASSENGERS - CHAMPLAIN COACH LINES, July 1, 1931 to date. Lists of all passengers entering and leaving Canada on buses, and reported monthly to the District Director. (Daily, official.) 10 x 12 folders, 1½ in., in drawer of wooden filing case. R. 113. (43)

595. CHINESE ADMISSIONS, July 1, 1931 to date. Records of all Chinese entering U. S. through this port. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (13)

596. COMPARATIVE TRAFFIC REPORT, July 1, 1931 to date. Reports of traffic through this and other ports. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (32)

597. CORRESPONDENCE, July 1, 1931 to date. Correspondence concerning admission, requests for records to facilitate re-entry and records of entry for naturalization purposes, general correspondence with offices of Canadian Immigration Service, and letters of introduction from consuls. (Frequently, official.) 10 x 12 folders, 12 ft. 6 in., in drawers of wooden filing cases. R. 113. (33)

598. CORRESPONDENCE, July 1, 1931 to date. Requests for extension of stay. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (11)

599. CORRESPONDENCE ON DAILY REPORTS, July 1, 1931 to date. Correspondence with District Director at Newport concerning daily reports from this station. (Daily, official.) 10 x 12 folders, 1½ in., in drawer of wooden filing case. R. 113. (28)

600. CORRESPONDENCE WITH DISTRICT DIRECTOR, July 1, 1931 to date. Correspondence with District Director on office business. (Daily, official.) 10 x 12 folders, 11 in., in drawer of wooden filing case. R. 113. (34)

601. CORRESPONDENCE WITH OTHER PORTS, July 1, 1931 to date. (Daily, official.) 10 x 15 folders, 1 ft. 11 in., in drawer of wooden filing case. R. 113. (44)

602. RAILROAD CORRESPONDENCE, July 1, 1931 to date. Correspondence with Rutland and Delaware and Hudson Railroads. (Frequently, official.) 10 x 12 folders, 7 in., in drawer of wooden filing case. R. 113. (7)

603. CORRESPONDENCE ON VISAS, July 1, 1931 to date. Correspondence with consuls and individuals relative to visas. (Frequently, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 202. (55)

604. CREW LISTS, July 1, 1931 to date. Crew lists furnished by steamship companies, showing names and rank of seamen. (Daily, official.) 10 x 12 folders, 7 in., in drawer of filing case. R. 113. (19)

605. DEPORTATIONS AND DEFERRED DEPORTATIONS, July 1, 1931 to date. Records of deported aliens and aliens whose deportation has been deferred pending completion of prison sentences. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (63)

606. EXTENSIONS OF STAY, July 1, 1931 to date. Letters from aliens in U. S., under temporary permit, asking for extension of stay. (Daily, official.) 10 x 12 folders, 8 ft., 6 in., in drawers of wooden filing case. R. 113. (22)

607. FINGERPRINTS, July 1, 1931 to date. Copies of fingerprints taken at this office and sent to Washington for classification and checking; also pertinent correspondence. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (40)

608. FURNITURE, July 1, 1931 to date. Letters from various consuls and Montreal office pertaining to transfer of furniture of aliens to U. S. on certain dates. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (20)

609. HEAD-TAX EXEMPTIONS, CONTRACT LABOR, July 1, 1931 to date. Record of aliens entering U. S. under contract to perform labor, and thereby making person exempt from head-tax. (Rarely, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (36)

610. IDENTIFICATION CARDS, July 1, 1931 to date. Identification cards issued to aliens crossing border. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (15)

611. INVESTIGATIONS, July 1, 1931 to date. Record of investigations of aliens in U. S. by staff members. Alphabetical index. (Daily, official.) 10 x 12 folders, 3 ft., in drawers of steel filing case. R. 203. (59)

612. LOOK-OUTS, July 1, 1931 to date. Look-out notices from various police agencies requesting apprehension of fugitives from justice, showing description of fugitives. (Daily, official.) 10 x 12 sheets, 4½ in., under counter and on bulletin board. R. 117. (49, 50)

613. LOOK-OUT CORRESPONDENCE, July 1, 1931 to date. Correspondence relating to wanted aliens. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (23)

614. NATURALIZATION CERTIFICATES - PHOTOSTATIC COPIES, July 1, 1931 to date. Photostatic copies of naturalization certificates confiscated from naturalized aliens. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (26)

615. NOTICES AND INQUIRIES FROM CONSULS, July 1, 1931 to date. Letters from consuls concerning aliens entering U. S. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (35)

616. OFFICE EQUIPMENT AND SUPPLIES, July 1, 1931 to date. Requisitions and correspondence relative to office equipment and supplies. (Daily, official.) 10 x 12 folders, 8 in., in drawer of wooden filing case. R. 113. (17, 18)

617. PATROL APPREHENSIONS - RELEASED, July 1, 1931 to date. Reports on persons taken into custody while crossing border, but subsequently released. (Rarely, official.) 10 x 12 folders, 5 in., in drawer of wooden filing case. R. 113. (4)

618. RAILROAD PASSES, July 1, 1931 to date. Record of railroad passes issued to this station for official business. (Daily, official.) 10 x 12 folders, 2½ in., in drawer of wooden filing case. R. 113. (16)

619. RAILROAD AND HIGHWAY INSPECTION, July 1, 1931 to date. Correspondence relating to train and highway inspections. (Daily, official.) 10 x 12 folders, 3 in., in drawer of wooden filing case. R. 113. (24)

620. REQUESTS FOR RECORDS OF ALIENS, July 1, 1931 to date. Requests from police officers and government agencies for records of aliens who have entered through this port. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (37)

621. RETURN PERMITS, July 1, 1931 to date. Advices submitted by consuls on aliens and their native countries, showing request made by aliens to return to the U. S. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (12)

622. SEAMEN ENTERING U. S., July 1, 1931 to date. Record of seamen passing through this port. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (41)

623. SPECIAL PARTIES, RAILROAD ADVICE, July 1, 1931 to date. Advice from various railroads on special excursions to facilitate work of inspectors. (Rarely, official.) 10 x 12 folders, 10 in., in drawer of wooden filing case. R. 113. (41)

624. TRACER CASES, July 1, 1931 to date. Record of tracers sent after aliens who have entered the U. S., to check whether they are at their stated addresses. (Daily, official.) 10 x 12 folders, 1 ft. 11 in., in drawer of wooden filing case. R. 113. (5)

625. TRANSFERRED CASES, July 1, 1931 to date. Cases of aliens entering this country and sent to other ports of entry for investigation. (Daily, official.) 10 x 12 folders, 7 in., in drawer of wooden filing case. R. 113. (38, 39)

626. TRANSPORTATION REQUESTS, July 1, 1931 to date. Requests to various transportation companies for transportation of deportees. (Daily, official.) 10 x 12 folders, 2 in., in drawer of wooden filing case. R. 113. (21)

627. VERIFICATIONS, July 1, 1931 to date. Form 505, used to verify presence of aliens in U. S. and to check on their addresses. (Daily, official.) 10 x 12 folders, 3 ft., in drawers of wooden filing case. R. 113. (29)

628. VOLUNTARY DEPARTURES, July 1, 1931 to date. Aliens in U. S. illegally and who left voluntarily without deportation proceedings. (Rarely, official.) 10 x 12 folders, 1½ in., in drawer of wooden filing case. R. 113. (8)

629. OVERTIME VOUCHERS, 1933 to date. Record of overtime work put in by personnel. (Frequently, official.) 10 x 12 folders, 10 in., in drawer of steel filing case. R. 202. (57)

630. ALIENS PRE-EXAMINED, 1935 to date. Record of aliens pre-examined in native country prior to arrival. (Rarely, official.) 10 x 12 folders, 4 ft., in drawer of steel filing case. R. 202. (56)

SYRACUSE

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Federal Bldg., Clinton St.

Prior to establishment of this office in May 1928, the work of the agency was handled from Utica. This unit has not lost or destroyed any records. Certain records are forwarded to Buffalo and to Washington on request. This agency has occupied no other premises since its inception.

631. APPLICATIONS FOR REMOVAL - CLOSED, 1920 - 1934. Applications for removal of aliens illegally in U. S. who have been convicted of crimes, or have overstayed their allotted time on a temporary permit; also related correspondence. (Never.) 8½ x 10 covers, 2 ft., in drawer of steel filing case. R. 301. (254)

632. VOLUNTARY DEPARTURES, 1925 - 1926. Records of aliens leaving country, showing names of aliens illegally in U. S. who departed voluntarily without deportation proceedings. (Daily, official.) 3 x 5 cards, 4 in., in drawer of steel card cabinet. R. 304. (276)

633. CORRESPONDENCE WITH ALIENS, 1925 to date. Correspondence requesting presence of aliens at this office to be questioned or photographed. (Daily, official.) 8½ x 11¼ covers, 1 ft., in drawer of steel filing case. R. 304. (255)

634. INTERPRETERS, 1925 to date. Names and addresses of persons eligible for duty as interpreters. (Daily, official.) 3 x 5 cards, 4 in., in drawer of steel card cabinet. R. 304. (280)

635. PASSPORT APPLICATIONS, 1925 to date. Passport applications, showing names, addresses, and descriptions of applicants; also affidavits and correspondents. (Daily, official.) 8½ x 11 folders, 1 ft., in drawer of steel filing case. R. 304. (278)

636. RECEIPTS FOR RE-ENTRY PERMITS, 1925 to date. Stubs from notices mailed to applicants for re-entry permits. (Frequently, official.) 3 x 5 cards, 1 ft., in drawer of metal card cabinet. R. 304. (247)

637. RECORD OF ALIEN RESIDENTS, 1925 to date. Record of alien residents of this district and of those who previously resided here and who have left the district. (Daily, official.) 3 x 5 cards, 18 ft., in 9 drawers of steel card cabinets. R. 304. (277)

638. REGISTRY OF ALIENS, 1925 to date. Registry records and related correspondence with prison officials and immigration inspectors concerning aliens deported, about to be deported, and in prison or custody. (Daily, official.) 8½ x 11 covers, 8 ft., in 4 drawers of steel filing case. R. 304. (269)

639. VOUCHERS, 1925 to date. Vouchers for office expenses. (Daily, official.) 8 x 10 folders, 1 ft., in drawer of steel filing case. R. 304. (252)

640. INDEX TO REGISTRY FILES, 1926 - 1929. (Rarely, official.) 8½ x 14 vols. (28), 1 ft. 2 in., in drawer of steel filing case. R. 301. (281)

641. NATURALIZATION PETITIONS GRANTED, 1926 - 1929. Records of examination of aliens applying for naturalization, showing date of final hearing, and result. (Rarely, official.) 10 x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 301. (286)

642. IMMIGRATION, NATURALIZATION, DEPORTATION, AND CANCELLATIONS OF CLOSED CASES, 1926 - 1935. All data, including vouchers and certificates. (Never.) 10 x 12 folders, 1 ft., in drawer of steel filing case. R. 301. (267)

643. NATURALIZATION - PRELIMINARY EXAMINATIONS, 1926 to date. Petitions for naturalization and preliminary examinations. Filed alphabetically by counties. (Frequently, official.) 10 x 12 folders, 4 ft., in drawers of steel filing case. R. 302-303. (291)

644. NATURALIZATION - MONTHLY REPORTS, Jan. 1928 - July, 1934. Monthly reports from clerk of Supreme Court, listing aliens from this district whose petitions to remain in U. S. have been denied, and those with hearings pending on similar petitions, showing date; also monthly reports of aliens applying for naturalization. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of filing case. R. 303. (270)

645. GENERAL CARD INDEX, 1928 to date. (Daily, official.) 3 x 5 cards, 20 ft., in 10 drawers of metal card cabinets. R. 302-303. (243)

646. MISCELLANEOUS CORRESPONDENCE, 1928 to date. Correspondence on closed naturalization and immigration cases. (Rarely, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 302-303. (242)

647. GENERAL CORRESPONDENCE, 1929 to date. Correspondence with various offices in this State and with Washington, concerning immigration and naturalization matters. (Daily, official.) 10 x 12 folders, 10 ft. 10 in., in 6 drawers of steel filing cases. R. 303. (251)

648. NATURALIZATION PETITIONS, PENDING, 1929 to date. Record of pending naturalization petitions sent to Supreme Court of the State of New York by alien residents in various counties. (Daily, official.) 10 x 12 folders, 4 ft., in drawers of steel filing case. R. 302-303. (244)

649. CERTIFICATE OF REGISTRY REPORTS, July 31, 1930 - Mar. 1933. Certificates of registry received and forwarded, showing examinations conducted and hearings held, and complete and incomplete records of pending decisions and hearings. (Never.) $8\frac{1}{2}$ x $11\frac{1}{4}$ covers, 1 in., in drawer of metal filing case. R. 301. (261)

650. APPLICATIONS FOR RE-ENTRY PERMITS - CLOSED, 1930 - 1934. Applications for permission to re-enter U. S., and related correspondence. (Rarely, official.) 8 x 10 covers, 4 ft., in drawers of steel filing case. R. 301. (292)

651. CERTIFICATES OF REGISTRY - CLOSED CASES, 1930 - 1934. Certificates of registry of aliens residing in this district, or who moved to other districts. (Rarely, official.) 8½ x 11 covers, 10 ft., in 8 drawers of 2 steel filing cases. R. 301. (284)

652. CORRESPONDENCE AND CLIPPINGS - COPIES, July 7, 1930 - Jan. 3, 1934. Copies of correspondence and newspaper clippings to District Headquarters concerning items in local newspapers, relating to work of service. (Never.) 8½ x 11¼ covers, 1 in., in drawer of steel filing case. R. 301. (266)

653. CORRESPONDENCE AND DEATH CERTIFICATES - CLOSED, 1930 - 1934. Correspondence relating to aliens in custody, showing number of aliens arrested, and death certificates of aliens. (Rarely, official.) 8 x 10 covers, 16 ft., in 8 drawers of 2 steel filing cases. R. 301. (263)

654. RE-ENTRY PERMITS, Aug. 11, 1930 - Jan. 30, 1934. Permits showing serial numbers and ports of entry; permits issued to Chinese are listed separately and show location. (Rarely, official.) 8½ x 11¼ covers, 2 in., in drawer of steel filing case. R. 301. (272)

655. CORRESPONDENCE ON VOUCHERS AND CERTIFICATES, July 1930 - June 1934. Correspondence with district office relative to vouchers and certificates in payment for photostatic work; also original bills and lists of bids submitted for departmental work. (Rarely, official.) 8½ x 11¼ covers, 2 in., in drawer of steel filing case. R. 301. (258)

656. DEPORTATION EXPENSE REPORTS, July 1930 - Jan. 1934. Duplicate copies of monthly expense reports incurred in deportation proceedings and copies of related telegrams and correspondence. (Frequently, official.) 8½ x 11¼ folders, 1 in., in drawer of steel filing case. R. 301. (268)

657. DEPORTATIONS, July 18, 1930 - Jan. 20, 1934. Correspondence and telegrams showing names and movement of aliens in pursuance of warrants, method of conveyance, point of departure, and destination. (Never.) 8½ x 11¼ covers, 4 in., in drawer of metal filing case. R. 301. (248)

658. EQUIPMENT REPORTS, July 14, 1930 - Jan. 6, 1934. Duplicate reports submitted by Divisional Director on condition of office equipment; also correspondence concerning supplies, and memoranda by Divisional Director or Inspector-in-Charge. (Rarely, official.) 8½ x 11½ covers, 2 in., in drawer of steel filing case. R. 301. (273)

659. EXPENSE ACCOUNTS, Aug. 14, 1930 - Jan. 1, 1934. Reports of expenses incurred by staff members in performance of daily duties, showing amount of money used for transportation, telephone calls, meals and baggage charges. (Rarely,

official.) 8½ x 11¼ covers, 3 in., in drawer of steel filing case. R. 301. (262)

660. FINANCIAL REPORTS, July 14, 1930 - Mar. 30, 1934. Schedules of vouchers pertaining to cost of detention of aliens in this district, showing copies of correspondence, and schedules of total expenditures and obligations in the district. (Frequently, official.) 9¼ x 11¼ covers, 1 in., in drawer of steel filing case. R. 301. (246)

661. GENERAL CORRESPONDENCE - CLOSED REGISTRY CASES, 1930 - 1934. Correspondence between officials of the service concerning registry cases. (Never.) 8½ x 11 covers, 2 ft. 6 in., in 2 drawers of filing cases. R. 301. (256)

662. INTERPRETERS, Sept. 2, 1930 - Jan. 9, 1934. Duplicate records of salaries and expenses of interpreters, giving name, address, amounts received, and dates. (Frequently, official.) 8½ x 11¼ covers, 1½ in., in drawer of steel filing case. R. 301. (264)

663. REQUISITIONS FOR SUPPLIES, July 7, 1930 - Feb. 24, 1934. Freight bills, arrival notices, invoices, and correspondence requesting supplies. (Rarely, official.) 8½ x 11¼ covers, 2½ in., in drawer of steel filing case. R. 301. (274)

664. SALARY CHECK REPORTS, July 17, 1930 - Jan. 15, 1934. Semi-monthly duplicate reports of District Headquarters, showing salary received. (Frequently, official.) 8½ x 11¼ covers, 1 in., in drawer of steel filing cases. R. 301. (265)

665. ANNUAL REPORTS, 1930 - 1935. Form 3342, annual reports sent to District Headquarters. Filed by district. (Occasionally, official.) 8½ x 11½ covers, 1 in., in drawer of steel filing case. R. 301. (260)

666. COMMUNISTIC ACTIVITIES, 1930 to date. Records, bulletins, correspondence, and newspaper clippings concerning persons suspected of entering this country for purpose of carrying on political activity considered hostile to this government. (Frequently, official.) 8½ x 11 covers, 3 in., in drawer of steel filing case. R. 301. (295)

667. CORRESPONDENCE, INSTRUCTIONS, AND STENOGRAPHERS' NOTEBOOKS, 1930 to date. General orders, instructions concerning office procedure, correspondence concerning employees, and stenographers' notebooks. (Daily, official.) 10 x 12 folders and 3 x 8 notebooks, 3 ft., in drawers of steel filing case. R. 304. (245, 279)

668. INVESTIGATIONS, 1930 to date. Investigations of aliens who have applied for naturalization. Filed by county. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of steel filing case. R. 302-303. (290)

669. ACTIVE INVESTIGATIONS, 1930 to date. Data concerning cases requiring immediate attention, in which complaints have been received, and those where alien is subject to deportation. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 304. (289)

670. ALLOTMENT REPORTS, 1931 - 1934. Vouchers, expense reports, and allotments for deportation expenses in this district, also related correspondence. (Rarely, official.) 8½ x 11 covers, 1½ in., in drawer of steel filing case. R. 301. (293)

671. IMMIGRATION LAW VIOLATIONS, 1931 - 1934. Notices from office of U. S. Attorney, reporting details of sentences imposed in Federal Court for violation of immigration law. (Rarely, official.) 8½ x 11 covers, 1 in., in drawer of steel filing case. R. 301. (253)

672. NATURALIZATION CERTIFICATES - CANCELLED, 1931 - 1934. Records of cancellation of naturalization certificates for violation of immigration laws, listing dates and nature of violations. (Rarely, official.) 8½ x 11 covers, 1 in., in drawer of metal filing case. R. 301. (241)

673. RAILROAD PASSES, 1931 - 1934. Records and correspondence with transportation companies relative to passes granted this office for official duties. (Rarely, official.) 8½ x 11 covers, 1/4 in., in drawer of steel filing case. R. 301. (282)

674. REPORT ON CONDITION OF UNIFORMS, 1931 - 1934. Semi-annual report on condition of inspectors' uniforms. (Rarely, official.) 8½ x 11 loose-leaf book, ¼ in., in drawer of steel filing case. R. 301. (294)

675. REPORTS ON CLOSED WARRANT CASES, 1931 - 1934. Investigations of aliens, and warrants issued for arrest, giving number of guards, inspectors, and clerks assigned to each case. (Rarely, official.) 8½ x 11 covers, 1 in., in drawer of steel filing case. R. 301. (296)

676. REGISTERED MAIL RECEIPTS, 1931 to date. Parcel post and registered mail receipts. (Rarely, official.) 2 x 3½ papers on spindle, 3 in., on desk. R. 301. (283)

677. CIVIL SERVICE VACANCIES, July 1, 1932 - 1933. Correspondence and circular letters on available advancements and new positions in Civil Service, from Civil Service District Headquarters at New York City and Buffalo. (Rarely, official.) 8½ x 11¼ covers, 1 in., in drawer of steel filing case. R. 301. (250)

678. PASSPORTS REQUESTED AND OBTAINED, 1932 - 1933. Passport applications and reports of passports granted, listing date of application, name and address of applicant, and destination. (Rarely, official.) 8½ x 11 covers, 1 in., in drawer of metal filing case. R. 301. (240)

679. VOUCHERS, July 1, 1932 - June 30, 1933. Vouchers for materials or supplies purchased, listing voucher number, amount, discount allowed, date, and by whom approved. (Rarely, official.) 8½ x 11¼ covers, 1 in., in drawer of filing case. R. 301. (275)

680. BONDS, Sept. 1933 - Feb. 1934. Form 553, record of bond issued as security for delivery of alien, showing name of surety company, time of release, hearings pending, data concerning alien, amount of bond, conditions governing release and district approval; also related correspondence. (Never.) 8½ x 11¼ covers, 1 in., in drawer of metal filing case. R. 301. (249)

681. MISCELLANEOUS REPORTS AND CORRESPONDENCE, June 15, 1933 - June 9, 1934. Correspondence sent to other district officers concerning reports submitted to this office, showing warrants of arrest, deportation requested, names and titles of local authorities, names and addresses of known smugglers of aliens, and list of persons involved in naturalization frauds. (Never.) 8½ x 11¼ covers, 1 in., in drawer of steel filing case. R. 301. (271)

682. ACTIVE WARRANT CASES, 1933 to date. Open cases of aliens in custody and warrants issued for aliens not apprehended. Index. (Daily, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 304. (287)

683. APPLICATIONS FOR CERTIFICATES OF REGISTRY, 1934 to date. (Rarely, official.) 10 x 12 folders, 6 in., in drawer of steel filing case. R. 301. (257)

684. MISCELLANEOUS CORRESPONDENCE, 1934 to date. Closed and pending cases containing additional information and instructions. (Daily, official.) 10 x 12 folders, 2 ft., in 2 drawers of steel filing case. R. 302-303. (288)

685. MISCELLANEOUS FILE, 1934 to date. Miscellaneous file, showing declarations of intention; naturalization applications; information and instructions from District Office; and other matters. Filed by counties. (Frequently, official.) 10 x 12 folders, 2 ft., in 2 drawers of steel filing cases. R. 302-303. (259)

TROUT RIVER

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Federal Bldg.

This office was established in 1914. Until February, 1932, it was subordinate to the Commissioner of Immigration at Montreal. Since that time it has been under control of the District Director at Newport, Vermont. Naturalization work for this district is handled at the Franklin County Court House by the Syracuse sub-station. Prior to 1929, the useless records of this office were filed in the office of the inspector in charge at Malone, New York. At the present time useless records are sent to Newport, Vermont. Prior to 1933 this agency occupied various private buildings. On that date it moved to its present location.

686. ADMISSIONS, 1929 to date. Form 521, issued in Canada, giving name, place of birth, sex, age, home address, country of citizenship, names and ages of children under 16 accompanying individual, and signatures of applicant and immigration inspector. (Frequently, official.) 4 x 6 cards, 6 ft., in 4 drawers of steel card cabinet. Main Floor, S. (2)

687. ADMISSIONS AND EXCLUSIONS, 1929 to date. Form 548, giving name of applicant, place of birth, age, sex, race, nationality, occupation, previous residence or travel in U. S., physical defects, and signature of immigration inspector. (Frequently, official.) 4 x 6 cards, 4 ft. 6 in., in 3 drawers of steel card cabinet. Main Floor, S. (1)

688. BOND CASES, 1929 to date. Granting of temporary admissions into U. S. under bond. (Frequently, official.) 8 x 10 bundles, 8 in., in drawer of metal filing case. Main Floor, S. (5)

689. CORRESPONDENCE, 1929 to date. Correspondence with Newport, U. S. Attorney, applicants for extensions of stay, Federal Bureau of Investigation, various immigration stations, Boards of Special Inquiry, and others, pertaining to smuggling and miscellaneous subjects. (Daily, official.) 10 x 12 folders, 7 ft. 6 in., in 4 drawers of metal filing case. Main Floor, S. (6)

690. REJECTIONS, DEPORTATIONS, AND EXCLUSIONS, 1929 to date. Record of aliens rejected or deported, showing name of person, age, height, color of hair and eyes, occupation, and complete physical description. (Frequently, official.) 3 x 5 cards, 28 ft., in 30 drawers of steel card cabinets. Main Floor, S. (4)

691. VISA REFUSALS, 1929 to date. Consular Form 247, showing name of consul, and person refused visa, date, age, birthplace, nationality, reason for refused visa, date, and names of receiving office. (Frequently, official.) 2 x 3 cards, 17 ft., in 18 drawers of steel card cabinets. Main Floor, S. (3)

WADDINGTON

FIELD SERVICE BRANCH
INSPECTOR IN CHARGE
Ferry Company Bldg., Corrigovs Island.

The precise date of the establishment of this office is uncertain but it is believed to have been about 1911. Prior to February, 1933, it was subordinate to the Commissioner of Immigration at Montreal, Province of Quebec, but since that time has been a part of District 1 under the District Director at Newport, Vt. No records have been lost or destroyed by accident. None are considered useless. Records and reports are sent to the Ogdensburg office through which this office is administered. None are sent to Washington. No information is available as to other buildings occupied by this office.

692. SHIP MANIFESTS, Jan. 1, 1911 - 1933. Manifests of ships entered and cleared at this port. (Never.) 2 x 8 bundles, 8 in., in 5 drawers of desk. Storeroom. (8)

693. MISCELLANEOUS FILE - CLOSED, Jan. 1, 1920 to date. (Never.) 9 x 12 bundles, 3 ft., in 2 drawers of metal filing case. Storeroom. (7)

694. ADMISSIONS, Jan. 1, 1922 to date. Record of each person admitted to U. S. (Rarely, official.) 4 x 6 cards, 9 ft. 4 in., in 14 drawers of wooden card cabinets. Office. (5)

695. REJECTIONS, Jan. 1, 1922 to date. Reports concerning aliens refused admission to U. S. through this port. (Rarely, official.) 3 x 5 cards, 31 ft. 8 in., in 38 drawers of steel card cabinets. Office. (4)

696. MISCELLANEOUS RECORDS - CLOSED, Jan. 1, 1930 to date. Miscellaneous reports; schedules; and correspondence relative to closed transactions. (Rarely, official.) 9 x 12 folders, 10 in., in drawer of metal filing case. Office. (2)

697. CURRENT FILE, MISCELLANEOUS, Jan. 1, 1932 to date. Reports; schedules; and correspondence relating to unfinished business of this office. (Rarely, official.) 9 x 12 folders, 10 in., in drawer of metal filing case. Office. (3)

698. BORDER PATROL FILE - MISCELLANEOUS, Jan. 1, 1934 to date. Miscellaneous records of Border Patrol Service. (Rarely, official.) 9 x 12 folders, 11 in., in drawer of filing case. Office. (6)

699. MISCELLANEOUS DAILY FILE, Jan. 1937 to date. Miscellaneous file, showing working hour schedules, accounts, daily expense report, and look-outs. (Rarely, official.) 8 x 10 sheets, 1½ in., hanging on wall board. Office. (1)

700. CORRESPONDENCE, 1933 to date. Correspondence with applicants regarding extensions of stay, various immigrations and public officials. (Daily, official.) 10 x 14 folders, 1 ft., in drawer of metal filing case. Storeroom. (9)

UNITED STATES EMPLOYMENT SERVICE

UNITED STATES EMPLOYMENT SERVICE

INTRODUCTION

In 1907 a public employment system was established in connection with the immigration station at New York, under the supervision of the Division of Information of the Bureau of Immigration. In 1914 the United States Employment Service was organized as a unit of the Division of Information. The funds necessary to carry on this work were taken from the immigration appropriations, and many of the field officers of the Bureau of Immigration acted in a dual capacity. The USES became a separate unit in the Department of Labor on January 3, 1918.

The United States Employment Service which superseded the unit organized in 1918 was established by the Wagner-Peyser Act of June 6, 1933 and began operations on July 1, 1933. At the time the survey of Federal Archives was made in New York, the USES in setting up and maintaining a national system of employment operated through two types of offices; State Employment Service offices, established in accordance with the Wagner-Peyser Act and affiliated by agreement with the USES, and offices of the National Re-employment Service. The latter was an emergency agency organized in July 1933, as a division within the USES for the primary purpose of placing labor on projects financed with public works and emergency relief funds, although it also placed workers in private industry. There was also a Veterans' Placement Service which handled employment problems for this group. The activities of the NRS and of the State Employment offices were coordinated to prevent overlapping, and as the facilities of the latter were enlarged, the offices and positions of the NRS were turned over to them. This transfer was completed by July 1, 1939. On that date the USES became a unit of the Social Security Board and a part of the Federal Security Agency established by the President's Reorganization Order No. 1.

ALBION

NATIONAL REEMPLOYMENT SERVICE
ORLEANS COUNTY OFFICE
Rialto Theatre Bldg.,
118 Main St.

This office was established September 8, 1933. No records have been lost or destroyed by accident. None are sent to Washington, but daily and weekly statistical reports are forwarded to the Division of Placements and Unemployment Insurance, 342 Madison Avenue, New York City. From September

18, 1933 to November 30, 1933, this office was located in the County Court House; from December 1, 1933 to February 28, 1934 at 34 East Bank Street; and from March 1, 1934 to April 30, 1934 at 68 Main Street.

701. Registration Cards, Sept. 8, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards made out for applicants seeking employment, showing name, address, age, sex, nativity, previous employment earnings and physical defects. Filed by occupational classification and alphabetically. (Daily, official.) 4 x 6 cards, 7 ft., in drawers of metal card cabinet, 2d floor, S.E. corner. (12)

702. EMPLOYERS' CARDS, 1934 to date. Form USES 316, openings for positions that may be filled through this office, showing data concerning position, and applicants referred to position. Filed by name of town. (Daily, official.) 4 x 6 cards, 2 ft., in drawer of metal card cabinet. 2d floor, S.E. corner. (13)

703. PLACEMENTS, Sept. 8, 1933 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; and Form WPA 404, reclassification slip. Filed alphabetically by name of project. (Daily, official.) 4 x 6 cards, 2 ft., in drawer of metal card cabinet. 2d floor, S.E. corner. (11)

704. GENERAL FILE, Sept. 8, 1933 to date. Correspondence with New York office, district managers, supervisors, contractors, WPA offices, and city and county relief agencies; records of projects; Form NYSES 300, daily report of applicants; Form USES 301, report of placements; and Form USES 302, summary of activities. (Daily, official.) 9 x 12 folders, 8 ft., in drawer of steel filing case. 2d floor, S.E. corner. (14)

AMSTERDAM

MONTGOMERY COUNTY OFFICE
City Hall Annex, 61 Church St.

This office was established in December, 1933. No records have been lost or destroyed by accident. No records are sent to Washington. Useless papers are destroyed daily by the County Manager. Prior to December, 1935, when it removed to its present quarters, this office occupied rooms in City Hall.

705. REGISTRATION CARDS, Dec. 1933 to date. See entry 701. Filed numerically by occupational code number. (Daily, official.) 5 x 8 cards, 12 ft. 6 in., in filing case. 1st floor, N.E. corner. (3, 5)

706. PAYROLLS, July 11 - Nov. 30, 1935. Form TERA 22-3, payroll for personal services. Filed chronologically. (Never.) 10 x 17 folders, 1½ in., in drawer of steel filing case. 1st floor, N.E. corner. (4)

707. ALPHABETICAL INDEX OF WPA WORKERS, Jan. 1, 1935 to date. Alphabetical index of WPA employees, showing number, name, address, and assignment number. Filed alphabetically by name of worker. (Daily, official.) 8 x 11 loose-leaf book, 2 in., on desk. 1st floor, N.E. corner. (6)

708. REASSIGNMENT SLIPS, ASSIGNMENT SLIPS, AND NOTICE OF CHANGE IN WORK STATUS. Aug. 17, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of termination of employment; Form WPA 404, reclassification. Filed numerically by assignment number. (Daily, official.) 4 x 6 slips, 3 ft. 4 in., in 2 drawers of wooden card cabinets. 1st floor, N.E. corner. (7)

709. CANCELLATION OF CERTIFICATIONS OF ELIGIBILITY, October, 1935 to date. Form FERA 602, cancellation of eligibility for employment on WPA of persons registered at this agency. Filed numerically by case number. (Daily, official.) 5 x 7 slips, 1 ft. 3 in., in drawer of wooden card cabinet. 1st floor, N.E. corner. (8)

710. REQUISITIONS FOR WORKERS, Oct. 1935 to date. Form WPA 401, requisitions, giving name of requisitioning agency and type and number of employees required; also Form WPA 114, applications referred to WPA projects. Filed chronologically. (Daily, official.) 8½ x 11 folders, 6 in., in drawer of steel filing case. 1st floor, N.E. corner. (10)

711. STATISTICAL REPORTS, Jan. 2, 1936 to date. Form NYSES 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; and Form S 101A, interviewer's daily tally sheets. Filed chronologically. (Daily, official.) 8 x 10½ folders, 8 in., in drawer of steel filing case. 1st floor, N.E. corner. (11)

712. CORRESPONDENCE, Jan. 1, 1933 to date. Correspondence with New York headquarters. Filed alphabetically by subject. (Daily, official.) 8 x 10 folders, 2 ft. 7 in., in 2 drawers of steel filing case. 1st floor, N.E. corner. (9)

713. OPENINGS, Jan. 1, 1934 to date. Form USES 316, record of openings for positions, showing name of employer, address, type of position, salary, type of worker requested, and list of applicants referred. Filed alphabetically. (Rarely, official.) 4 x 6 cards, 2 in., in desk drawer, 1st floor, N.E. corner. (12)

AUBURN

CAYUGA COUNTY OFFICE
Pearson Bldg., 102-104 Genesee St.

This office was established on Aug. 1, 1933. No records have been lost or destroyed by accident. Certain work sheets containing data have been destroyed by order of the State Director, Bureau of Insurance. No records are considered useless and none have been sent to Washington. Before moving to its present location this office was located at the Cayuga National Bank, 41 Genesee Street, and prior to that it was situated at the Post Office Building.

714. REGISTRATION CARDS, Aug. 1, 1933 to date. See entry 701. Filed alphabetically. 3 x 5 card index. (Frequently, official.) 5 x 8 cards, 17 ft., in 7 drawers of metal filing cases. R. 206. (61, 67, 71)

715. OPENINGS, Aug. 1, 1933 to date. See entry 713. (Daily, official.) 3 x 5 cards, 3 ft. 6 in., in drawer of metal card cabinet and 2 pasteboard boxes. R. 206. (63)

716. RECORD OF PLACEMENTS, Oct. 1, 1935, showing name of worker placed in position, name of employer, amount of salary paid, hours worked, and type of work. Filed numerically. (Daily, official.) 3 x 5 sheets, 3 ft., in drawer of metal card cabinet. R. 206. (66)

717. CERTIFICATION OF ELIGIBILITY, Jan. 21, 1935 to date. Form FERA 600, certification that applicant is eligible to fill positions on WPA projects; Form FERA 601, notice of case change; and Form FERA 602, cancellation of certification of eligibility. Filed numerically. (Daily, official.) 5 x 8 papers, 2 ft., in 2 drawers of metal filing cases. R. 206. (62)

718. WPA ASSIGNMENTS, Jan. 2, 1935 to date. Record of assignments, showing name, address, case and identification numbers of persons assigned to work relief. Filed alphabetically. (Daily, official.) 9 x 12 loose-leaf book, $\frac{1}{4}$ in., in drawer of desk. R. 206. (68)

719. INDEX TO ASSIGNMENTS TO WORK RELIEF, Jan. 2, 1935 to date. Index to assignments for work relief, showing name and identification number of persons assigned. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft., in 2 drawers of metal card cabinet. R. 206. (69)

720. RELIEF CASES, Jan. 1, 1935 to date. Record of persons on relief rolls, showing names, addresses, and identification numbers. (Daily, official.) 8 x 10 loose-leaf book, ½ in., on desk. R. 206. (64)

721. CORRESPONDENCE, Aug. 1, 1933 to date. Correspondence on all activities of this office. Filed alphabetically and by subject. (Old records, never; current records, frequently, official.) 9 x 12 folders, 8 ft. 6 in., in 2 wooden boxes and 2 drawers of metal filing case. Rs. 202 and 206.

722. STATISTICAL REPORTS, Aug. 1, 1933 to date. Form NYSES 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; also veterans' bulletins, occupational census, and annual reports. Filed alphabetically. (Daily, official.) 9 x 12 folders and envelopes, 3 ft., in 2 drawers of metal filing case. R. 206. (60)

BATAVIA

GENESEE COUNTY OFFICE
Irene Bldg., 2 Jefferson Ave.

This office was established in August, 1933, and has remained at its present location. No records have been lost or destroyed, nor are any considered useless. No records are sent to Washington. Reports are sent to Division of Placement and Unemployment Insurance, 342 Madison Ave., New York, N.Y.

723. CLASSIFICATION CARDS, Nov. 1, 1933 to date. Showing name of employee and type of work he is qualified for. 3 x 5 cards and 10 x 12 loose-leaf index. (Daily, official.) 5 x 8 sheets, 10 ft., in drawers of metal card cabinets. R. 7. (9)

724. EMPLOYERS' CARDS, Nov. 1, 1933 to date. See entry 702. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft., in drawer of steel card cabinet. R. 7. (14)

725. ASSIGNMENT SLIPS, Oct. 25, 1935 to date. See entry 718. (Daily, official.) 4 x 6 cards, 1 ft., in drawer of steel card cabinet. R. 7. (10)

726. REQUISITIONS FOR EMPLOYEES, Nov. 1, 1935 to date. Form WPA 401, requisition for employee, showing name of requisitioning agency, and type and number of employees

required. Filed chronologically. (Rarely, official.) 9 x 12 loose-leaf books, 4 in., in drawer of desk. R. 7. (8)

727. CERTIFICATIONS OF ELIGIBILITY, Nov. 1, 1933 to date. Form FERA 600, certification that applicants are eligible to fill positions on WPA projects; and Form FERA 602, cancellation of certification of eligibility. Filed chronologically. (Daily, official.) 5 x 8 sheets, 1 ft. 6 in., in drawer of metal filing case. R. 7. (12)

728. DAILY STATISTICAL REPORT, Jan. 15, 1934 to date. Form NYSES 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; and Form USES 304. Filed chronologically. (Daily, official.) 10 x 12 sheets, 1 ft., in cardboard boxes on steel filing case. R. 7. (11)

729. GENERAL CORRESPONDENCE, Aug. 1, 1933 to date. Interdepartmental correspondence, correspondence with WPA contractors, and with public, concerning all phases of work of this office. (Daily, official.) 10 x 12 folders, 1 ft., in drawer of metal filing case. R. 7. (13)

BATH

STEUBEN COUNTY OFFICE
United States Post Office

This office was established in June 1933. None of its records have been lost, but some old records have been destroyed by permission. No records are sent to Washington.

730. APPLICATIONS FOR EMPLOYMENT, 1935 to date. Applications for employment showing name and address of applicant, previous employment record, and type of work desired. Filed alphabetically. (Daily, official.) 5 x 8 cards, 16 ft., 11 in., in 8 drawers of steel filing cases. R. 201. (1)

731. CORRESPONDENCE FILE, 1935 to date. Correspondence concerning WPA projects and contracts for employment. (Daily, official.) 8 x 10½ folders, 5 in., in drawer of steel filing case. R. 201. (2)

CARMEL

PUTNAM COUNTY OFFICE
Hickman Bldg., Church St.

This office was established in April, 1933. None of its

records have been lost. Statistical reports are destroyed when obsolete. No records are sent to Washington. Since establishment of this office, it has been located in the County Court House Building, and from April to June 1934, in the Zicker Building.

732. REGISTRATION CARDS, 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards and sheets, 13 ft., in 3 drawers of steel filing case and in 2 pasteboard boxes. Office. (14)

733. REQUISITIONS, Jan. 1, 1933 to date. See entry 710. Filed chronologically. (Rarely, official.) 10 x 12 folders, 6 in., in drawer of steel filing case. Office. (12)

734. CERTIFICATION OF ELIGIBILITY, 1936 to date. Form FERA 600, certification of eligibility for work on WPA projects. Filed numerically by case number. (Daily, official.) 5 x 8 cards, 1 ft. 6 in., in wooden box. Office. (16)

735. CANCELLED-CLEARANCE ORDERS, Sept. 1935 to date. Forms USES 29 and 25; also Form WPA 114, applicants referred to WPA projects. Filed chronologically. (Daily, official.) 8 x 10 sheets, 1 ft. 6 in., in 3 drawers of wooden filing case. Office. (15)

736. MISCELLANEOUS RECORDS, Jan. 1, 1934 - Dec. 1935. Form WPA 478, requisitions; Form WPA 715, affidavit of residence; Form NRS 6, introduction card; and Form USES 320. Filed by subject. (Rarely, official.) 5 x 8 sheets, 6 in., on desk. Office. (18)

737. MISCELLANEOUS RECORDS, 1933 to date. Perpetual inventory of miscellaneous records, showing reports from district and state offices, and district clearance bulletins and memos. Filed by subject. (Frequently, official.) 11 x 14 loose-leaf books, 10 in., on desk. Office. (19)

738. STATISTICAL REPORTS, June 1934 to date. Form NYSES 300, daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 8 x 11 sheets, 2 ft., in drawer of desk. Office. (17)

739. CORRESPONDENCE, April, 1933 to date. Correspondence with district office, supervisors of local offices, and applicants. Filed alphabetically. (Daily, official.) 10 x 12 folders, 3 ft., in 3 drawers of wooden filing case. Office. (13)

CATSKILL

GREENE COUNTY OFFICE
Court House.

This office was established on December 4, 1933. No records have been lost. No papers are considered useless. Some records have been destroyed by authority of State Headquarters. No records are sent to Washington. There have been no changes in location.

740. REGISTRATION CARDS, Dec. 4, 1933 to date. See entry 701. Filed by occupational code number and alphabetically by applicant's name. (Daily, official.) 5 x 8 cards, 9 ft. 1 in., in 7 drawers of steel card cabinets. Basement. (12)

741. PLACEMENTS AND RELATED FORMS, Nov. 1935 to date. Form USES 325, assignment slip, Form WPA 402, reassignment slip and Form WPA 403, notice of change in work status. (Daily, official.) 4 x 6 sheets, 1 ft. 6½ in., in 2 drawers of steel card cabinet. Basement. (13)

742. EMPLOYERS' CARDS, Dec. 4, 1933 to date. See entry 702. Filed alphabetically by employer's name. (Daily, official.) 4 x 6 cards, 7½ in., in drawer of steel card cabinet. Basement. (15)

743. CERTIFICATION OF ELIGIBILITY, May 1935 to date. See entry 717. Filed alphabetically by name of applicant. (Daily, official.) 5 x 8 loose sheets, 1 ft. 5 in., in 2 drawers of steel card cabinet. Basement. (14)

744. PROJECT FILE, Oct. 1934 to date. Requisitions for workers; referral lists; notice of bids; subcontracts; and correspondence with CWA and PWA, to which this office has supplied workers. Filed alphabetically by project. (Rarely, official.) 9 x 12 folders, 10 in., in 2 drawers of steel filing case. Basement. (17)

745. GENERAL FILE, Dec. 4, 1933 - Dec. 31, 1935. WPA requisitions, payroll data, and correspondence. Filed by subject. (Never.) 9 x 12 folders, 2 ft. 3 in., in drawer of steel filing case. Basement. (16)

746. STATISTICAL REPORTS, Jan. 1936 to date. See entry 711. Filed chronologically. (Daily, official.) 9 x 12 folders, 9 in., in drawer of steel filing case. Basement. (18)

747. CORRESPONDENCE AND PAYROLL ADDRESSES, Dec. 1933 to date. Correspondence with state headquarters, NRS and WPA offices, relief agencies, and individuals, relative to addresses, bulletins, occupational census, clearance, compensation for injury, expenses, personnel; also addresses of employees for payroll records. (Daily, official.) 9 x 12 folders, 2 ft. 5 in., in 2 drawers of steel filing case. Basement. (19)

COOPERSTOWN

OTSEGO COUNTY OFFICE
Village Hall, Chestnut St.

This office was established November 1, 1933. No records have been lost or destroyed. No papers are considered useless and none are sent to Washington. From its establishment to August 31, 1936, the office occupied premises at 43 Pioneer Street.

748. REGISTRATION CARDS, Oct. 1, 1933 to date. See entry 701. Filed by occupation. (Daily, official.) 5 x 8 cards, 3 ft. 4 in., in 5 drawers of card cabinet on table. Office. (1)

749. INDEX TO REGISTRATIONS, Oct. 1, 1933 to date. Form NRS 3, registration index, showing name, address and occupational classification of applicant. Filed alphabetically by name of applicant. (Daily, official.) 3 x 5 cards, 2 ft. 5 in., in 2 drawers of wooden card cabinet. Office. (4)

750. GENERAL FILE, Feb. 1, 1934 to date. Correspondence relative to office functions. Filed alphabetically. (Daily, official.) 10 x 12 folders, 2 ft. 4 in., in 2 drawers of metal filing case. Office. (7)

751. NOTICE OF CHANGE IN WORK STATUS, Oct. 1, 1935 to date. Form WPA 403, record of employees on WPA projects. Filed numerically. (Daily, official.) 4 x 6 cards, 1 ft. 6 in., in 2 wooden boxes on table. Office. (2)

752. REQUESTS FOR WORKERS, Oct. 1, 1933 to date. Records concerning employers who have applied for workers, showing types of positions available. Filed alphabetically. (Daily, official.) 4 x 6 cards, $\frac{1}{2}$ in., in drawer of desk. Office. (5)

753. REQUISITIONS, Oct. 1, 1933 to date. See entry 733. Filed alphabetically. (Daily, official.) 8 x 10$\frac{1}{2}$ sheets, 1 in., in Shannon Compressor cover on desk. Office. (6)

754. NOTICE OF REINTERVIEW, Oct. 1, 1933 to date. Form USES 373, showing name of employee, address, identification and project numbers, date of interview, and occupational classification. Filed alphabetically. (Daily, official.) 4 x 6 slips, 3⅛ in., in drawer of wooden cabinet. Office. (3)

CORNING

STEUBEN COUNTY OFFICE
First National Bank Bldg.,
Market St.

This office was established in August, 1933. No records have been lost or destroyed. No papers are considered useless. Prior to January 1, 1936, it occupied quarters in the Court House, Market Street.

755. GENERAL FILE, 1933 to date. Form WPA 401, requisition for workers; Form USES 325, reassignment slips; Form WPA 403, notice of change of work status; progress reports; WPA and PWA contracts; time reports; employee questionnaires; employees assigned, and unassigned; registry filed; daily reports; private employment placements; employees rejected by private employers; and employment rolls, and file of prospective employers. Filed alphabetically. (Daily, official.) 9 x 11 folders and 4 x 6 cards, 13 ft. 10 in., in drawers of steel filing case. 3d floor. (1)

756. FINANCE, 1933 to date. Expense accounts of employees, wages, bills for electricity, water, and rent, buildings leased, and copies of office payroll. Filed by subject and chronologically. (Frequently, official.) 9 x 11 folders, 7 in., in drawer of steel filing case. 3d floor. (2)

757. CORRESPONDENCE, 1933 to date. Correspondence with district headquarters on office activities. (Daily, official.) 9 x 11 folders, 11 in., in drawers of desk. 3d floor. (3)

CORTLAND

CORTLAND COUNTY OFFICE
Court House

This office was established on November 22, 1933. No records have been lost. Useless papers are destroyed under authority of the State Director. Reports are sent to New York City.

758. APPLICATIONS FOR EMPLOYMENT, INACTIVE, Nov. 22, 1933 to date. See entry 730. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft., in 4 drawers of metal card cabinet. Main Office, N.E. corner, basement. (175)

759. INDEX TO APPLICATIONS, Nov. 22, 1933 to date. Index to applications, showing names and addresses of applicants. Filed alphabetically by applicant's name. (Daily, official.) 3 x 5 cards, 4 ft. 6 in., in 6 drawers of wooden card cabinets. Main Office, N.E. corner, basement. (176)

760. SECONDARY REGISTRATION CARDS, Nov. 22, 1933 - July 1935. Record of secondary positions which applicants are capable of filling. Filed by classification. (Rarely, official.) 5 x 8 cards, 1½ in., in drawer of wooden card cabinet. Main Office, N.E. corner, basement. (180)

761. APPLICATIONS FOR EMPLOYMENT, ACTIVE, Nov. 22, 1933 to date. See entry 730. Filed by occupational classification and alphabetically by name of applicant. (Daily, official.) 5 x 8 cards, 2 ft. 4½ in., in 4 drawers of metal card cabinet. Main Office, N.E. corner, basement. (178)

762. ASSIGNMENT SLIPS, Aug. 23, 1935 to date. Form USES 325, assignment slip, and Form WPA 402, reassignment slip. (Daily, official.) 4 x 6 cards, 1 ft. 8 in., in desk card file. Main Office, N.E. corner, basement. (174)

763. CERTIFICATION OF ELIGIBILITY FOR WPA WORK, June 1935 to date. Form FERA 600, certifying that applicant is eligible to fill position on WPA projects. Filed by certification number. (Frequently, official.) 5 x 8 cards, 10 in., in drawer of wooden card cabinet. Main Office, N.E. corner, basement. (177)

764. OPENINGS FILLED, Jan. 1, 1936 to date. See entry 713. Filed alphabetically. (Never.) 4 x 6 cards, 1 ft., in drawer of wooden card cabinet. Main Office, N.E. corner, basement. (179)

765. OPENINGS, Aug. 12, 1935 to date. See entry 713. Filed chronologically. (Daily, official.) 8½ x 11½ papers, 3½ in., in spindle file on wall. Main Office, N.E. corner, basement. (182)

766. REQUISITIONS, Sept. 1, 1934 to date. Form WPA 401, requisitions, showing name of requisitioning agency, and type and number of employees required. Filed alphabetically by name of project. (Daily, official.) 8½ x 11½ folders, 7 in., in transfer case on desk. Main Office, N.E. corner, basement. (183)

767. DAILY STATISTICAL REPORTS, Oct. 1935 to date. Form USES 302, daily reports, showing summary of activities. Filed chronologically. (Never.) 8 x 10 folders, 1 ft. 4 in., in drawer of desk. Main Office, N.E. corner, basement. (181)

768. CORRESPONDENCE, Jan. 1, 1935 to date. Correspondence with district headquarters, relative to financial reports, unemployment insurance, statistical instructions, publicity, and mailing lists. Filed alphabetically. (Daily, official.) 8½ x 11½ folders, 9 in., in desk letter box file. Main Office, N.E. corner, basement. (184)

DELHI

DELAWARE COUNTY OFFICE
County Bldg., Page Ave.

This office was established November 1, 1933. No records have been destroyed or lost. No records are sent to Washington and there are no useless papers.

769. REGISTRATION CARDS, Nov. 1, 1933 to date. See entry 701. Filed by occupation and alphabetically by name of applicant. (Daily, official.) 5 x 8 cards, 9 ft. 10 in., in 5 drawers of metal card cabinets. Office. (12)

770. REGISTRATION CARD INDEX, Nov. 1, 1933 to date. Form USES 321, index to registrations, showing name, address, occupational classification, and telephone number of applicant. Filed alphabetically by name of applicant. (Daily, official.) 3 x 5 cards, 4 ft. 1 in., in 3 drawers of metal card cabinet. Office. (17)

771. REQUISITIONS. Dec. 8, 1933 to date. See entry 710. Filed chronologically. (Old records, rarely, official; current records, daily, official.) 9½ x 12 folders, 2 ft. 2½ in., in wooden cupboard and drawer of metal filing case. Damaged by water, dirty. Office. (10, 16)

772. OPENINGS, Jan. 29, 1934 to date. See entry 713. Filed chronologically. (Rarely, official.) 4 x 6 bundles, 8½ in., in cupboard. Office. (9, 11)

773. PLACEMENTS, Nov. 1, 1933 to date. See entry 716. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 4 in., in drawer of metal card cabinet and in open wooden box. Office. (14, 15)

774. ASSIGNMENT AND IDENTIFICATION CARDS, Dec. 1, 1933 - Nov. 30, 1935. Forms CWA L5 and B7, assignment of workers to

projects, showing name of employee, address, classification, and rate of pay. (Never.) 4 x 6 sheets, 1 ft., in cupboard. Damaged by water. Office. (13)

775. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, Aug. 14, 1935 to date. Form FERA 600, certifying that applicant is eligible to fill positions on projects; Form FERA 601, notice of case change; Form WPA 402, reassignment slip; and Form WPA 403, notice of change in work status. Filed alphabetically. (Daily, official.) 5 x 8 cards, 4 ft. 1 in., in drawers of metal card cabinet. Office. (18)

776. TRANSIENTS, Jan. 2, 1935 - Dec. 31, 1936. Record of persons stationed at transient camp, Sidney, New York, showing names, addresses, and complete case histories. Filed chronologically. (Never.) 5 x 8 cards, 9 in., in cupboard. Office. (7)

777. MISCELLANEOUS FILE, Apr. 1935 to date. Correspondence with district manager relative to field visits; community surveys; and veterans' bulletins; also Form WPA 114, and Forms USES 478, 700 and 100. Filed alphabetically by subject. (Daily, official.) 9½ x 12 folders, 10½ in., in drawer of metal filing case. Office. (8)

DUNKIRK

CHAUTAUQUA COUNTY OFFICE
United States Post Office, 410 Central Ave.

This office was established November 20, 1933. No records have been destroyed or lost, and no papers are considered useless. None are sent to Washington. Monthly reports are forwarded to the County Manager at Jamestown, N.Y. Before moving to its present location on March 1, 1934, this office occupied space in the Health Center Building, at 510 Deer Street.

778. MISCELLANEOUS FILE, Nov. 20, 1933 to date. Bulletins, daily statistical reports, monthly reports sent to county manager's office, and correspondence with welfare organizations and public officials. Filed chronologically. (Daily, official.) 9 x 12 folders, 8 ft., in drawers of steel filing case. R. 204. (18)

779. REGISTRATION CARDS, Nov. 20, 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 4 x 6 cards, 26 ft., in 12 drawers of 2 steel card cabinets. R. 204. (19)

780. OPENINGS, Nov. 20, 1933 to date. See entry 713. Filed alphabetically. (Daily, official.) 4 x 6 cards, 3 ft., in 3 drawers of card cabinet. R. 204. (20)

781. CORRESPONDENCE FILE, Nov. 20, 1933 to date. Correspondence with county manager and registrants. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 ft., in 4 drawers of steel filing case. R. 204. (21)

ELMIRA

NATIONAL REEMPLOYMENT SERVICE
LOCAL OFFICE
Realty Bldg., Lake and Market Sts.

782. CORRESPONDENCE, 1923 - 1932. Correspondence relative to all activities of this office prior to federal allocation of funds. Filed chronologically. (Never.) 8 x 10½ sheets, 6 ft., in 2 boxes. Damaged by water, careless handling, and faulty containers, dirty, torn, and scattered. Basement. (29)

783. LIST OF LOCAL EMPLOYERS, 1923 to date. Questionnaires answered by employers giving information necessary for employment of applicants. Filed alphabetically. (Daily, official.) 4 x 6 cards, 3 ft., in 2 drawers of steel card cabinet. R. 410. (33)

784. MASTER FILE, 1933 to date. Questionnaire filled out by every person who has contacted this agency, showing names, qualifications, experience, and addresses. Filed alphabetically. (Daily, official.) 6 x 8 cards, 10 ft., in 11 drawers of steel card cabinets. R. 410. (31)

785. MASTER FILE OF FEMALE APPLICANTS AND EMPLOYERS, 1923 to date. Filed alphabetically. (Daily, official.) 5 x 8 cards, 8 ft., in 8 drawers of steel card cabinets. R. 412. (36)

786. CORRESPONDENCE, 1932 to date. Correspondence on capabilities of applicants for employment. Filed by subject. (Daily, official.) 8 x 10½ folders, 4 ft., in 4 drawers of steel card cabinets. R. 412. (37)

787. FEMALE APPLICANTS, 1932 to date. List of female applicants. Filed alphabetically. (Daily, official.) 5 x 8 cards, 8 ft., in 6 drawers of steel card cabinets. R. 412. (35)

788. APPLICATIONS FOR EMPLOYMENT, 1933 to date. See entry 730. Filed alphabetically. (Daily, official.) 5 x 8 cards, 10 ft., in 11 drawers of steel card cabinets. R. 410. (34)

789. REGISTRATION CARDS FOR TRANSIENTS, 1933 to date. See entry 701. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 3 ft., in 2 drawers of steel filing case. R. 410. (32)

790. WPA ASSIGNMENT AND REASSIGNMENT SLIPS, 1934 to date. Filed numerically. (Daily, official.) 4 x 6 slips, 1 ft. 6 in., in 4 drawers of wooden card cabinets. R. 410. (30)

VETERANS' PLACEMENT SERVICE
OFFICE OF THE LOCAL REPRESENTATIVE
County Bldg., 240 Lake St.

791. CORRESPONDENCE, 1933 to date. Correspondence and tabulated forms. (Daily, official.) 8½ x 10½ folders, 10 ft. 4 in., in 4 drawers of steel filing case. Basement and R. 1. (19, 16)

792. FINANCIAL RECORDS, 1933 to date. Records relative to disbursement of money for rent, food, clothing, heat, and medical and hospital service. (Daily, official.) 8½ x 10½ folders, 10 ft. 3 in., in drawers of steel filing cases. Basement and R. 1. (22, 18)

793. MEDICAL RECORDS OF VETERANS, 1933 to date. Reports of health and physical condition of veterans on relief rolls. Filed alphabetically by name of veteran. (Daily, official.) 3 x 9 and 8½ x 10½ folders, 7 ft. 2 in., in 5 wooden boxes and drawers of steel filing case. Basement and R. 1. (21, 17)

794. MONTHLY RECORDS OF VETERANS, 1933 to date. Correspondence and records relative to veterans' relief cases, 1933 to date. (Daily, official.) 8½ x 10½ folders, 25 ft. 3 in., in pasteboard box and 12 steel transfer cases. Basement and R. 1. (20, 15)

GENESEE

LIVINGSTON COUNTY OFFICE
Village Bldg., Main St.

This office was established on November 13, 1933. No records have been lost. Useless papers are destroyed by permission of Headquarters. And none have been sent to Washington. There have been no changes in location.

795. STATISTICAL REPORTS, Nov. 13, 1935 to date. See entry 711. Filed chronologically. (Daily, official.) Variously sized bundles, 21 ft., in 5 drawers of steel and 8 drawers of wooden filing cases. West Room. (1)

796. CORRESPONDENCE, Nov. 13, 1933 to date. Correspondence on veterans' records; WPA placements and project information; interoffice communications; clearance orders; payrolls; expense accounts; inventories; daily report of openings and applicants; and automobile travel records. Filed alphabetically and by subject. (Frequently, official.) 8 x 10 sheets, 4 ft., 6 in., in 5 drawers of steel filing cases. West Room. (2)

GENEVA

ONTARIO COUNTY OFFICE
Padden Block, 511 Exchange St.

This office was established in October, 1933. No records have been lost or destroyed, and no papers are considered useless. Reports are sent to the National Reemployment Service at 124 East 28th Street, New York City.

797. PLACEMENTS AND REQUISITIONS, Oct. 1933 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; Form WPA 404, reclassification slip, and Form WPA 401, requisition. Filed alphabetically. (Daily, official.) 4 x 6 sheets, 1 ft. 6 in., in 2 wooden boxes. 2d floor. (5)

798. CORRESPONDENCE, Oct. 1938 to date. Correspondence with district headquarters, employers, and project superintendents. Filed by subject. (Daily, official.) 9 x 11 folders, 2 ft. 8 in., in 2 drawers of steel filing case. 2d floor. (6)

799. ACTIVE AND INACTIVE CASES, Oct. 1933 to date. Filed by occupational classification. (Daily, official.) 9 x 11 cards, 8 ft. 6 in., in 5 drawers of steel filing cases. 2d floor. (7, 8, 11)

800. RECORD OF APPLICANTS, Oct. 1933 to date. Record of applicants, showing name, address, case and code numbers, and whether active or inactive. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 ft. 3 in., in drawer of steel card cabinet. 2d floor. (12)

801. STATISTICAL REPORTS, Oct. 1937 to date. See entry 711. Filed chronologically. (Daily, official.) 9 x 11 folders, 1 ft. 9 in., in drawer of steel card cabinet. 2d floor. (9)

802. RELIEF APPLICANTS' FILE, Oct. 1933 to date. Record of relief applicants, showing date, address, occupation, and job assignment. Filed alphabetically by name of applicant. (Daily, official.) 5 x 8 folders, 1 ft. 2 in., in drawer of steel filing case. 2d floor. (10)

GLEN COVE (LONG ISLAND)

NATIONAL REEMPLOYMENT SERVICE
Local Office

803. CLASSIFICATION CARDS, 1933 to date. See entry 723. Filed by occupational classification and code number. (Daily, official.) 5 x 8 cards, 16 ft., in 4 pasteboard boxes. Office, 1st floor. (21149, 21152, 21147)

804. WORK ORDERS, PRIVATE AND PWA, 1933 to date. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 7 in., in drawer of steel card cabinet and pasteboard box. Office, 1st floor. (21151, 21153)

805. ASSIGNMENTS, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. Filed alphabetically by name of person. (Daily, official.) 4 x 6 slips, 4 ft., in 4 pasteboard boxes. Office, 1st floor. (21150)

806. CERTIFICATION OF ELIGIBILITY, May 1935 to date. Form FERA 600, certificate of eligibility, and Form WPA 403, notice of case change. Filed alphabetically by name of person. (Daily, official.) 5 x 8 slips, 4 ft. 4 in., in 4 pasteboard boxes. Office, 1st floor. (21148)

GLENS FALLS

WARREN COUNTY OFFICE
Lemon Thompson Bldg., 7½ Ridge St.

This office was established on July 1, 1933. No records have been destroyed, or lost. All useless papers are filed pending receipt of instructions as to disposition. No records are sent to Washington, but certain reports are sent to Fiscal Supervisor at Albany, N. Y. Prior to moving to its present location, September 1, 1935, this office was in the New York State Armory at City Hall, from December 8, 1933 to December 24, 1933, later moving to the Rogers Building in 1934.

807. REGISTRATION CARDS, INACTIVE, Dec. 1, 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Rarely, official.) 5 x 8 cards, 4 ft. 11 in., in 3 wooden boxes. R. 27. (44)

808. REGISTRATION CARD INDEX, Dec. 1, 1933 to date. Form USES 321, index to registration, showing name of applicant, address, telephone and occupational classification numbers. Filed alphabetically. (Daily, official.) 3 x 5 cards, 3 ft. 6 in., in drawers of metal filing case. R. 27. (55)

809. REGISTRATION CARDS, WARREN COUNTY, Dec. 1, 1933 to date. Form NRS 1, registration card; Form NYSES 503, industrial registration card; Form NRS 2, supplementary registration card; Form NYSES 504, professional and technical card; Form NYSES 505, service card; and Form NYSES 501, agricultural card. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 3½ in., in drawer of metal filing case. R. 27. (45)

810. REQUISITIONS, Jan. 1, 1934 to date. Form WPA 401, requisition; Form NRS 114, applicants referred to WPA projects. Filed alphabetically. (Daily, official.) 9½ x 11¾ folders, 11 in., in drawer of metal filing case. R. 27. (41)

811. CERTIFICATION OF ELIGIBILITY, June 1, 1935 to date. See entry 806. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 1 ft. 5 in., in 2 drawers of metal filing case. R. 20. (53)

812. PLACEMENTS, TERMINATION OF EMPLOYMENT, AND INTRODUCTION CARDS, June 1, 1935 to date. Form USES 325, assignment slip; Form WPA 403, notice of change in work status; Form NRS 6, introduction card. Filed numerically by assignment number. (Daily, official.) 4 x 6 sheets, 2 ft., in 2 drawers of wooden card cabinet. R. 20. (50)

813. PLACEMENTS, Apr. 6, 1936 to date. Form USES 325, assignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. Filed alphabetically. (Daily, official.) 4 x 6 slips, 11½ in., in drawer of metal filing case. R. 27. (56)

814. ASSIGNMENT SLIPS, Oct. 1, 1933 - Dec. 30, 1934. Form CWA L-5, assignment slips and identification card; also Form NRS 4, referrals. Filed alphabetically. (Rarely, official.) 4 x 6 sheets, 10 in., in drawer of wooden card cabinet. R. 20. (51)

815. NOTICE OF REINTERVIEW, Oct. 10, 1936 to date. Form USES 373, notice of reinterview, showing WPA identification and project numbers, and occupation of person interviewed. Filed alphabetically. (Daily, official.) 4 x 6 sheets, 3½ in., in cardboard box. R. 27. (46)

816. INACTIVE, REGISTRATION CARDS, WARREN COUNTY, Sept. 1, 1934 - Dec. 1, 1935. Form NRS 1, registration card, showing name of person, address, occupational classification, and date of registration. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 11 in., in wooden box. R. 27. (60)

817. EMPLOYERS' ORDER CARDS, Oct. 14, 1934 to date. Form NRS 4, employer's order cards. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 4 in., in drawer of metal filing case. R. 27. (57)

818. EMPLOYERS' CARDS, May 1, 1936 to date. Form FOE, 3, information concerning positions available in private employment. Filed alphabetically. (Daily, official.) 4 x 6 cards, ½ in., in drawer of wooden card cabinet. R. 27. (47)

819. CLEARANCE ORDERS AND REFERRALS, Dec. 1, 1933 to date. Form USES 25, order referred to district clearance office; Form USES 29D, report of clearance placements; Form NYSES 503, industrial registration for applications; Form USES 29, transfer in of registration card; Form NYSES 505, registration for service application; Form USES 29, preliminary notice to applicant office; Form USES 29, report of clearance referrals; Form NYSES 26, clearance orders cancelled; Form USES 29, orders referred to state or inter-state clearance; and registration records of applicants. Filed alphabetically. (Daily, official.) 9½ x 12 folders, 8 in., in drawer of metal filing case. R. 27. (43)

820. STATISTICAL REPORTS, Dec. 1933 to date. Form USES 303, weekly report of activities; and Form USES 7, daily report of activities. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 3 in., in drawer of metal filing case. R. 27. (59)

821. MISCELLANEOUS, Dec. 1, 1933 to date. Form TERA 223, payroll for personal services; Form WPA 401, requisition for workers; Form NRS 114, applicants referred to WPA projects; Form 3013, work schedule and analysis of labor requirements; Form 302, summary of activities and correspondence with New York and Albany headquarters. Filed alphabetically. (Rarely, official.) 9½ x 12 folders, 7 in., in drawer of wooden filing case. R. 27. (49)

822. ACTIVE REGISTRATION CARDS, WARREN COUNTY, Dec. 1, 1933 to date. See entry 816. Filed by occupational classification and alphabetically by name of registrant. (Daily, official.) 5 x 8 cards, 4 ft. 8 in., in 16 drawers of metal filing cases. R. 27. (52)

823. MISCELLANEOUS RECORDS, Dec. 1, 1933 to date. Form NYSES 300, daily report of applications; Form USES 429, inventory sheet of supplies; mailing lists; report of employers; organizations, hotel lists; payroll of contractors; Form TERA 223a, payroll,

Form NRS 100, requisition for office stationery; Form NYSES 103, material received; Form NRS 114, applicants referred to WPA projects; Form USES 302, statistical correction sheets; Form USES 301, summary of daily activities; Form NRS 415, report of placements; Form NRS 106; Form USES 478, weekly attendance report; and veterans' reports. Filed alphabetically. (Daily, official.) 9½ x 12 folders, 11 in., in drawer of metal filing case. R. 27. (42)

824. CORRESPONDENCE, Dec. 1, 1933 to date. Correspondence on general functions of office. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 3 in., in drawer of metal filing case. R. 27. (58)

825. CORRESPONDENCE, Jan. 1, 1936 to date. Correspondence with contractors and NRS organizations. Filed alphabetically. (Frequently, official.) 9½ x 12 folders, 2 ft., in drawer of desk. R. 21. (54)

826. ACTIVE REGISTRATION CARDS, HAMILTON COUNTY, Dec. 1, 1933 to date. See entry 816. Filed by occupational classification and alphabetically by name of registrant. (Occasionally, official.) 5 x 8 cards, 1 ft. 6 in., in 2 drawers of wooden card cabinet. R. 27. (48)

HEMPSTEAD (LONG ISLAND)
NATIONAL REEMPLOYMENT SERVICE
LOCAL OFFICE
United States Post Office, 200 Fulton Ave.

827. APPLICANTS REFERRED TO WPA PROJECTS, 1933 to date. Record of applicants referred to WPA projects, showing name, sex, race, relief status, assignment slip number, and whether accepted or rejected. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in pasteboard box. R. 214. (21245)

828. CLASSIFICATION CARDS, 1933 to date. See entry 723. Filed alphabetically by classification. (Daily, official.) 5 x 8 cards, 28 ft. 6 in., in 2 wooden drawers, 10 pasteboard boxes, 13 drawers of steel card cabinets, and drawer of wooden card cabinet. R. 114 and Office, 1st floor, rear. (21059, 21060, 21058)

829. OUT-OF-COUNTY REGISTRATION CARDS, 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in pasteboard box. R. 214. (21246)

830. UNION INTRODUCTORY CARDS, 1933 to date. Filed alphabetically. (Occasionally, official.) 3½ x 5 cards, 1 ft. 3 in., in 2 drawers of steel card cabinet. R. 214. (21242)

831. WORK ORDERS, PRIVATE AND WPA, 1933 to date. Form USES 316. Work orders filed alphabetically. (Daily, official.) 4 x 6 cards, 4 ft. 1 in., in drawers of desk and 2 pasteboard boxes. Rs. 114 and 214. (21056, 21247, and 21062, 21241)

832. AFFIDAVIT OF NASSAU COUNTY RESIDENCE, 1934 to date. Filed alphabetically. (Daily, official.) 5½ x 8½ sheets, 1 ft., in pasteboard box. R. 214. (21243)

833. ASSIGNMENT RECORDS, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. (Daily, official.) 4 x 6 forms, 5 ft., in 4 pasteboard boxes. R. 114. (21057)

834. CERTIFICATE OF ELIGIBILITY, May 1935 to date. See entry 806. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft., in 2 wooden and 2 pasteboard boxes. R. 114. (21061)

835. CORRESPONDENCE, 1935 to date. Correspondence relative to reports, requisitions, bulletins, and daily reports sent to WPA and NRS; also interoffice memoranda. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 214. (21244)

HERKIMER

HERKIMER COUNTY OFFICE
Stroebel Bldg., 202 Washington St.

This office was established on August 1, 1933. No records have been destroyed or lost. None are considered useless and none are sent to Washington. It has occupied no building other than that in which it is now located.

836. GENERAL FILE, 1933 to date. Form USES 325, assignment slip; Form WPA 401, requisition; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; Form USES 371, notification of referral of non-relief workers; and Form WPA 114, applicants referred to WPA projects. Filed alphabetically. (Daily, official.) 4 x 7 cards, 10½ in., on shelf in cabinet and in 5 cardboard boxes. Office. (2)

837. TERA RECORDS, Aug. 1, 1933 - Dec. 31, 1935. Form TERA 144A, registration records for employment of individuals. Filed alphabetically by name of registrant. (Never.) 5 x 8 cards, 7 in., in paper box. Dirty. Storeroom, 1st floor, rear. (1)

838. STATISTICAL REPORTS, Aug. 1, 1933 to date. See entry 711. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 ft. 5 in., in drawer of metal filing case. Office. (6)

839. WEEKLY ATTENDANCE REPORT, July 1, 1936 to date. Form USES 478, report on leave of absence and overtime. Filed chronologically. (Frequently, official.) 8¾ x 14 bundle, ½ in., in drawer of metal filing case. Office. (4)

840. TIME SHEETS, Aug. 1, 1933 to date. Form NRS 700, time sheets. Filed chronologically. (Frequently, official.) 8½ x 14 bundle, 3/4 in., in drawer of metal filing case. Office. (3)

841. MISCELLANEOUS RECORDS, Aug. 1, 1933 to date. General correspondence, telegrams, statistical graphs, and charts, also Form NRS 114, applicants referred to WPA projects. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of metal filing case. Office. (7)

HORNELL

STEUBEN COUNTY OFFICE
Court House

This office was established on August 13, 1933. No records have been lost, but a few have been destroyed on authority, between 1933 and December 1934. No records are sent to Washington.

842. REGISTRATION CARDS, Aug. 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Daily, official.) Variously sized folders, 16 ft., in 8 drawers of steel filing cases. R. 2. (1)

HUDSON

COLUMBIA COUNTY OFFICE
Court House

This office was established in September 1933. No records have been lost or destroyed. No papers are considered useless. No records have been sent to Washington.

843. REGISTRATION CARDS, Nov. 19, 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards, 12 ft. 3 in., in 5 drawers of wooden card cabinets. Basement, NE. corner. (20)

844. REGISTRATION CARD INDEX, Jan. 1, 1933 to date. Form USES 321, showing name of registrant, address, telephone number, classification, and remarks. Filed alphabetically. (Daily, official.) 3 x 5 cards, 7 ft. 1 in., in 5 drawers of wooden card cabinet. Basement, NE. corner. (18)

845. PLACEMENTS, Jan. 1, 1935 to date. Form USES 325, placement assignment slip; and Form WPA 402, reassignment slip. Filed alphabetically. (Daily, official.) 3 x 5 slips, 2 ft. 6 in., in 2 drawers of wooden card cabinet. Basement, NE. corner. (19)

846. MISCELLANEOUS FILE, Jan. 1, 1936 to date. Information pertaining to PWA contracts; Form NYS 300, daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case. Basement, NE. corner. (17)

847. CORRESPONDENCE, Jan. 1, 1934 to date. Correspondence with district managers, district superintendents, and highway officials concerning fiscal matters; also miscellaneous correspondence with applicants, employers, and relief officials. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft. 8 in., in 2 drawers of wooden filing case. Basement, NE. corner. (16)

HUDSON FALLS

WASHINGTON COUNTY OFFICE
United States Post Office

This office was established on July 1, 1933. None of its records have been destroyed or lost and none are sent to Washington. Useless papers are filed pending instructions as to disposition. Statistical reports are sent to Albany Headquarters and fiscal reports to the Fiscal Supervisor, Broadway Arcade Building, Albany. From its establishment in 1933, to March 1935, this office was located in the Village Clerk's Office, Greenwich, N. Y.

848. REGISTRATION CARD INDEX, Nov. 1933 to date. Form USES 321, showing name, address, telephone and occupational classification numbers of each applicant. Filed alphabetically by occupation. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in 4 drawers of metal filing case. R. 1. (2)

849. REGISTRATION CARDS, 1933 to date. See entry 701. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 5 ft. 9 in., in 2 wooden boxes. R. 1. (3, 4)

850. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, 1934 to date. Form FERA 600, certification that applicant is eligible to fill positions on WPA projects; Form FERA 601, notice of case change; Form FERA 602, cancellation of certification of eligibility; and Form FERA 144A, individual occupational record. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 8 in., in drawer of metal filing case. R. 1. (5)

851. ASSIGNMENTS OF WORK RELIEF, Nov. 1933 to date. Form CWA-L5, assignment and identification cards; and Form NRS 4, referrals. Filed alphabetically. (Daily, official.) 4 x 6 sheets, 6 in., in drawer of wooden filing case. R. 1. (6)

852. MISCELLANEOUS FILE, Nov. 1933 to date. Form NYS 300, perpetual inventory of applications; Form USES 429, inventory of supplies; Form TERA 22-3A, personnel payroll; Form NRS 100, requisitions for stationery; Form NRS 102, requisition for supplies; Form NRS 103, report of materials received; Form NRS 114, statistical correction sheets; Form USES 302, summary of daily activities; Form USES 301, placement report; Form NRS 415, statistical supervisors' correction sheet; Form S106, summary report of active file; Form USES 478, weekly attendance report of personnel; veterans' reports; requisitions and referrals, applicants referred to WPA projects; registration and mailing lists; report of employees and organizations; and hotel lists. Filed alphabetically. (Daily, official.) 9½ x 11¾ folders, 8 in., in drawer of metal filing case. R. 2. (7)

853. GENERAL CORRESPONDENCE, Dec. 1933 to date. Correspondence with applicants, NRS New York office, NYA, War Department, district manager, State Director, statistical supervisor, supervisor of intakes and certifications, assistant supervisor of Labor management, and with directors of various projects. Filed alphabetically. (Rarely, official.) 9½ x 11¾ folders, 9 in., in drawer of metal filing case. R. 2. (9)

854. DAILY AND WEEKLY STATISTICAL REPORTS, Dec. 1933 to date. Form USES 303, weekly report of activities; Form 7A, daily reports; Form WPA 401, requisition for workers; and Form 700, semi-monthly time sheet. Filed alphabetically. (Frequently, official.) 9½ x 11¾ folders, 8 in., in drawer of metal filing case. R. 2. (8)

855. RE-INTERVIEW NOTICES, Oct. 1936 to date. Notices sent to registrants inquiring whether employment is still desired, and if any change in occupation has occurred. Filed alphabetically. (Frequently, official.) 4 x 6 sheets, 1½ in., in wooden box. R. 2. (10)

856. PLACEMENTS, June 1935 to date. Form USES, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. Filed numerically. (Daily, official.) 4 x 6 sheets, 1 ft., in drawer of wooden filing case. R. 2. (11)

ISLIP (LONG ISLAND)

NATIONAL REEMPLOYMENT SERVICE
LOCAL OFFICE
Old Town Hall, 557 Main St.

857. INACTIVE CWA RECORDS, 1933 - 1935. CWA records, including requisitions, referrals, statistical records, and notices of allotments, also WPA requisitions, correspondence, record of re-interviews, and statistical reports. (Rarely, official.) 5 x 8 cards and 9 x 12 folders, 12 ft. on wooden shelf and in pasteboard box. Storage (20834)

858. CANCELLED REQUISITIONS FOR VETERANS AND DECEASED APPLICANTS, 1933 to date. Cancelled requisitions of veterans and applicants because of death, receiving private employment or because of leaving county. (Rarely, official.) 5 x 8 cards, 9 in., in drawer of wooden card cabinet. File Room. (20825)

859. GENERAL CORRESPONDENCE, 1933 to date. Correspondence, reports, bulletins, circulars, interoffice memoranda and administrative regulations. (Daily, official.) 9 x 12 folders, 1 ft. 3 in., in drawer of steel filing case. Manager's Office. (20833)

860. MASTER INDEX FILE, 1933 to date. Record of registrations, showing name and address of applicant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 23 ft., in 8 drawers of wooden card cabinets. File Room. (20838)

861. CLASSIFICATION CARDS, 1933 to date. See entry 723. Filed by classification. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 36 ft., in 16 drawers of wooden and 5 drawers of steel card cabinets. File Room. (20837, 20836, 20830)

862. PERPETUAL INVENTORY CONTROL, 1933 to date. Perpetual inventory control, showing name of registrant, address, occupational classification, code and registration numbers, and whether active or inactive. Filed numerically. (Daily, official.) 3 x 8 cards, 10 ft., in rotary file. Front Office. (20829)

863. REQUISITIONS, 1933 to date. Form WPA 401, requisitions and related correspondence. (Daily, official.) 9 x 12 folders, 5 ft. 2 in., in 3 drawers of steel filing case. Manager's Office. (20835)

864. WORK ORDERS, PRIVATE AND PWA, 1933 to date. Requests for workers submitted by employers and PWA, including referral sheets and union introductory cards. Filed alphabetically. (Daily, official.) 4 x 6 cards and 9 x 12 folders, 3 ft. 4 in., in 3 drawers of steel card cabinet and on desk. Manager's Office. (20827, 20828)

865. ASSIGNMENT SLIPS, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in status; and Form WPA 404, reclassification slip. Filed alphabetically by name of employee. (Daily, official.) 4 x 6 forms, 5 ft. 3 in., in 2 drawers of steel card cabinet. Storage Room. (20832)

866. CERTIFICATES OF ELIGIBILITY, May 1935 to date. See entry 806. Filed alphabetically. (Daily, official.) 5 x 8 forms, 14 ft., in 10 drawers of wooden card cabinets. Front Office. (20826)

867. PENDING REGISTRATION CARDS, Oct. 1936 to date. Cards of applicants who have been referred to PWA projects or to private employers. (Daily, official.) 5 x 8 cards, 4 in., in pasteboard box. Manager's Office. (20831)

ITHACA

TOMPKINS COUNTY OFFICE
Old Court House,
115 E. Court St.

This office was established in November 1933. No records have been lost or destroyed. Daily and weekly reports are sent to National Reemployment Service Headquarters, 124 East 28th Street, New York City. No records have been sent to Washington. Prior to moving into its present location, this office occupied space at 204 N. Tioga Street.

868. REGISTRATION CARDS, Nov. 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 ft. 5 in., in drawers of metal card cabinet and 4 drawers of metal filing case. 2d floor, SE. corner. (6, 10, 11, 12)

869. REQUISITIONS, ACTIVE AND INACTIVE, Nov. 1933 to date. Form WPA 401, requisitions; correspondence with Bellardine Construction Company; weekly reports of applicants, placements and veterans reports, and monthly reports of positions filled and replacements found. Filed numerically by case number and chronologically by subject. (Daily, official.) 9 x 11 folders and sheets, 1 ft. 9 in., in drawer of desk and steel filing case. 2d floor, SE. corner. (5, 14)

870. ASSIGNMENT SLIPS, Aug. 20, 1935 to date. Form USES 325, assignment slips, showing rate of pay, time to report for work, and nature of work. Filed numerically by case number. (Daily, official.) 4 x 6 sheets, 1 ft., 11 in., in pasteboard box on filing case. 2d floor, SE. corner. (1)

871. OPENINGS, Nov. 1933 to date. Form NRS 4, openings, showing type of work, rate of pay on available openings, and names of applicants sent to each job location. Filed alphabetically. (Daily, official.) 4 x 6 cards, 6 in., in wire basket on filing case. 2d floor, SE. corner. (16)

872. PLACEMENTS, Nov. 1933 to date. Form USES 316, placements, showing type of work, rate of pay and general classification. Filed alphabetically. (Daily, official.) 4 x 6 cards, 5 in., in wire basket on filing case. 2d floor, SE. corner. (9)

873. CERTIFICATION OF ELIGIBILITY, NOTICE OF CASE CHANGE, AND CANCELLATION OF CERTIFICATION OF ELIGIBILITY, May 25, 1935 to date. See entry 806. Filed numerically by case number. (Daily, official.) 5 x 8 sheets, 10 in., in wooden box on table. 2d floor, SE. corner. (2, 3, 4)

874. GENERAL FILE, Nov. 1, 1933 to date. Correspondence, clearance orders, miscellaneous and daily reports, payroll of personnel, relief replacements, weekly activities reports, employers' lists, and requisitions for supplies. Filed chronologically. (Daily, official.) 8 x 10 and 9 x 12 sheets, 6 ft. 9 in., in 4 drawers of steel filing case and in transfer case. 2d floor, SE. corner. (13, 15)

875. REGISTRATION CARD INDEX, ACTIVE, Nov. 1933 to date. Index to registrations, showing name, address, and occupational classification of applicant. Filed alphabetically by name of applicant. (Daily, official.) 3 x 5 cards, 5 ft. 7 in., in 9 drawers of 3 metal card cabinets. 2d floor, SE. corner. (7, 8)

JAMESTOWN

CHAUTAUQUA COUNTY OFFICE
Lyric Bldg., 300 Spring St.

This office was established August 14, 1933. On September 1, 1935, the Mayville Office of the National Reemployment Service was discontinued and combined with this office. No records have been lost or destroyed by accident. Useless papers are destroyed by authority. No records are sent to Washington, but when requested, records are sent to the Division of Placement and Unemployment Insurance, 342 Madison Avenue, New York City. This office has not occupied any premises other than present office.

876. CLASSIFICATION CARDS, MAYVILLE, Aug. 1, 1933 - Sept. 1, 1935. See entry 723. Filed alphabetically by classification. (Daily, official.) 5 x 8 cards, 4 ft., in drawers of steel filing case. R. 3. (22)

877. CLASSIFICATION CARDS, JAMESTOWN, Nov. 1, 1933 to date. See entry 723. Filed alphabetically by classification. (Daily, official.) 5 x 7 cards, 18 ft. 6 in., in drawers of steel filing cases. R. 2. (16)

878. EMPLOYERS' CARDS, MAYVILLE, Aug. 1, 1933 - Sept. 1, 1935. See entry 702. Filed alphabetically. (Daily, official.) 4 x 6 cards, 4 in., in card cabinet. R. 3. (23)

879. EMPLOYERS' CARDS, JAMESTOWN, Nov. 1, 1933 to date. See entry 702. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 in., in drawer of card cabinet. R. 2. (17)

880. ASSIGNMENT SLIPS, Nov. 1, 1935 to date. Form USES 325, assignment slip; and Form WPA 402, reassignment slip. Filed by WPA case number. (Daily, official.) 4 x 6 sheets, 1 ft., in drawer of card cabinet. R. 2. (20)

881. REQUISITIONS FOR WORKERS, Oct. 26, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of filing case. R. 2. (21)

882. CERTIFICATION OF ELIGIBILITY, Nov. 1, 1933 to date. See entry 806. Filed by relief case number. (Daily, official.) 5 x 8 cards, 4 ft. 6 in., in drawer of card cabinet. R. 2. (18)

883. DAILY STATISTICAL REPORTS, Jan. 1, 1935 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 10 x 12 loose sheets, 2 ft., in drawers of steel filing case. R. 2. (19)

884. GENERAL CORRESPONDENCE, Nov. 1, 1933 to date. Correspondence with county headquarters at Salamanca and local relief agencies, contractors, and the public. (Early records, rarely, official; current records, daily, official.) 10 x 12 folders, 4 ft., in drawers of steel filing case and in drawers of desk. Rs. 1 and 4. (15, 24)

JOHNSTOWN

FULTON COUNTY OFFICE
County Bldg., W. Main St.

This office was established in October, 1933. No records

have been lost or destroyed. Statistical and technical reports are sent to the New York City office. No records are sent to Washington. Prior to moving to its present location, this office was located at 208 West Main Street.

885. REGISTRATION CARDS, Oct. 1933 to date. See entry 701. Filed alphabetically by classification. (Daily, official.) 5 x 8 cards, 11 ft. 6 in., in 6 drawers of metal card cabinets. 2d floor, west. (1, 2, 5)

886. REGISTRATION CARD INDEX, Oct. 1933 to date. Index to registrations, showing name, address, and occupational classification of applicant. Filed alphabetically by name of applicant. (Daily, official.) 3 x 5 cards, 4 ft., in 3 drawers of metal card cabinet. 2d floor, west. (4)

887. PLACEMENTS, Aug. 1935 to date. Form USES 325, assignment slip. Filed numerically. (Frequently, official.) 4 x 6 sheets, 1 ft. 7 in., in drawer of steel card cabinet. 2d floor, west. (3)

888. OPENINGS, Aug. 1934 to date. See entry 713. Filed numerically. (Frequently, official.) 4 x 6 cards, 10 in., in drawer of metal card cabinet. 2d floor, west. (9)

889. CERTIFICATION OF ELIGIBILITY, Aug. 1935 to date. See entry 806. Filed alphabetically by name of applicant. (Frequently, official.) 5 x 8 cards, 1 ft. 2 in., in 2 drawers of steel card cabinet. 2d floor, west. (10)

890. CANCELLATION OF CERTIFICATION OF ELIGIBILITY, Aug. 1935 to date. Form FERA 602, cancellation of certification of eligibility. Filed numerically by case number. (Frequently, official.) 5 x 8 cards, 10 in., in drawer of steel cabinet. 2d floor, west. (11)

891. REASSIGNMENTS, TERMINATION OF EMPLOYMENT, AND RECLASSIFICATIONS, Aug. 1935 to date. Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. Filed alphabetically by name of worker. (Frequently, official.) 4 x 6 sheets, 11 in., in drawer of metal card cabinet. 2d floor, west. (12, 14)

892. CORRESPONDENCE, Oct. 1933 to date. General correspondence with district manager, Schenectady, veterans' placement representative, New York City, associate state director, New York City, national youth administrator, district director, Glens Falls, fiscal supervisor, New York City, district director of WPA., Glens Falls, and regional supervisor of NYSES and NRS., Albany. Filed chronologically. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 1 ft. $1\frac{1}{2}$ in., in wooden cabinet and in drawer of steel filing case. 2d floor, west. (7, 8)

893. REPORTS, Oct. 1933 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 9½ x 11¾ folders, 7 in., in drawer of steel filing case. 2d floor, west. (6)

KINGSTON

ULSTER COUNTY OFFICE
City Hall

This office was established in August 1933. No records have been destroyed or lost, and none are sent to Washington. No papers are considered useless. Before moving to its present location, this office occupied offices at the Municipal Building up to December 1935.

894. REGISTRATION CARDS, Aug. 1933 to date. See entry 701. Filed by occupational classification. (Daily, official.) 5 x 8 cards, 19 ft. 3 in., in 9 drawers of 3 card cabinets. 3d floor. (15)

895. REGISTRATION CARD INDEX, Nov. 1933 to date. Index to registrations, showing name, address, and occupational classification of applicant, and remarks. Filed alphabetically by applicant's name. (Daily, official.) 3 x 5 cards, 11 ft. 6½ in., in 6 drawers of card cabinets. 3d floor. (17)

896. EMPLOYERS' ORDER CARDS, Jan. 1, 1934 to date. See entry 702. Filed alphabetically by employer's name. (Daily, official.) 4 x 6 cards, 1 ft. 1½ in., in drawer of wooden card cabinet. 3d floor. (19)

897. ASSIGNMENT SLIPS, Nov. 1935 to date. See entry 718. Filed numerically. (Daily, official.) 2 x 5 sheets, 1 ft. 5 in., in drawer of wooden card cabinet. 3d floor. (21)

898. PROJECTS, Nov. 1935 to date. Records of all county, state, and federal projects to which this agency has supplied employees; also requisitions, lists of applicants placed, and correspondence. Filed alphabetically by name of project. (Daily, official.) 9 x 12 folders, 1 ft. 10 in., in drawer of wooden filing case. 3d floor. (20)

899. CORRESPONDENCE, Jan. 1, 1936 to date. Correspondence with New York headquarters and WPA offices. Filed alphabetically by name of correspondent. (Daily, official.) 9 x 12 folders, 1 ft. 9 in., in drawer of wooden filing case. 3d floor. (16)

900. CORRESPONDENCE, Nov. 1935 to date. Correspondence with applicants from outlying townships. Filed alphabetically by name of correspondent. (Daily, official.) 9 x 12 folders, 8 in., in drawer of steel filing case. 3d floor. (18)

LOCKPORT

NIAGARA COUNTY OFFICE
United States Post Office
E. Ave. and Elm St.

This office was established in September 1933. No records have been destroyed or lost. Useless papers are destroyed. Daily reports are sent to the Niagara County Manager at Niagara Falls. Up to April 1934 this office occupied the Neil residence, Locust and Walnut Streets. From April 1934 to August 1934 it occupied the former Sawyer home, 31 East Avenue.

901. REGISTRATION CARDS, Nov. 1, 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Daily, official.) 5 x 8 sheets, in 3 drawers of steel filing case. R. 37. (11)

902. OPENINGS, Feb. 18, 1935 to date. See entry 713. Filed alphabetically. (Daily, official.) 4 x 6 sheets, in drawer of wooden card cabinet. R. 37. (10)

903. PLACEMENTS, Oct. 26, 1935 to date. Form USES 325, assignment slip; and Form WPA 402, reassignment slip. Filed by case number. (Frequently, official.) 4 x 6 sheets, 1 ft., in drawer of steel filing case and pasteboard box. R. 37. (7)

904. REQUISITIONS, Oct. 26, 1935 to date. Form WPA 401, requisitions for employees. Filed by name of requisitioning agency. (Daily, official.) 9 x 15 folders, 3 in., in drawer of desk. R. 37. (8)

905. CERTIFICATION OF ELIGIBILITY, Nov. 1933 to date. See entry 806. Filed by relief case number. (Daily, official.) 5 x 8 sheets, 1 ft., in drawer of steel filing case. R. 37. (9)

906. DAILY STATISTICAL REPORTS, Jan. 15, 1934 to date. Form NYS 300, dail y report of applicants; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 10 x 12 folders and bundles, 1 ft. 3 in., on shelf in wooden cabinet and in drawer of desk. R. 37. (4, 5)

907. GENERAL CORRESPONDENCE, Aug. 1, 1933 to date. Correspondence with PWA contractors and public; also interdepartmental correspondence. Filed by subject. (Daily, official.) 10 x 12 folders, 1 ft., in 2 drawers of desk. R. 37. (6)

LOWVILLE

LEWIS COUNTY OFFICE
Miller Richardson Block, Shady Lane.

This office was established in September 1933. No records have been destroyed or lost. All reports except daily reports are destroyed after six months. No records are sent to Washington. This agency has occupied no other building.

908. REGISTRATION CARD INDEX, Sept. 1933 to date. Index to registrations, showing name of applicant and telephone and occupational classification numbers. Filed alphabetically by name of applicant. (Daily, official.) 3 x 5 cards, 4 ft., in wooden box. Office. (3)

909. REGISTRATION CARDS, Oct. 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Daily, official.) 6 x 8 cards, 1 ft. 7 in., in wooden box. Office. (2)

910. ASSIGNMENT SLIPS, Sept. 1933 to date. Form USES 325, assignment slip; and Form WPA 402, reassignment slip. Filed numerically by case number. (Daily, official.) 4 x 6 slips, 1 ft. 9 in., in 2 pasteboard boxes. Papers dirty and torn. Office. (1)

911. CORRESPONDENCE, Sept. 1933 to date. Miscellaneous correspondence with supervising officials and WPA officers. Filed chronologically. (Frequently, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case and on wooden shelf. Office. (4)

LYONS

WAYNE COUNTY OFFICE
Jenkins Block, 81 Williams St.

This office was established on September 18, 1933. No records have been lost or destroyed, and none are considered useless. No records are sent to Washington. Up to December 31, 1933, this office was located in the old Village Hall.

912. REGISTRATION CARDS, Sept. 18, 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Daily, official.) 5 x 8 cards, 20 ft., in 8 drawers of steel filing cases. R. 18. (2)

913. CERTIFICATION OF ELIGIBILITY, Sept. 18, 1933 to date. See entry 806; also Form USES 325, assignment slip. Filed alphabetically. (Daily, official.) 3 x 4 slips, 5 ft., in drawers of steel filing case. R. 18. (4)

914. DAILY STATISTICAL REPORTS, Sept. 18, 1933 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; also memoranda; time reports; and employee requirements. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of steel filing case. R. 18. (3)

915. CORRESPONDENCE, Sept. 18, 1933 to date. Correspondence with regional and district offices, employers and firms, and with individuals seeking employment. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of steel filing case. R. 17. (1)

MALONE

FRANKLIN COUNTY OFFICE

New Post Office, Washington and E. Main Sts.

This office was established in August 1933. No records have been destroyed or lost. Useless papers are filed pending instructions as to their disposition. Records are sent to State Headquarters in New York City. Prior to August 1935, this office was located in the Franklin County Court House, Brewster and Main Streets.

916. REGISTRATION CARDS, Aug. 1933 to date. See entry 701. Filed by occupational classification. (Daily, official.) 5 x 8 cards, 7 ft. 11 in., in 5 wooden boxes. R. 1. (29, 30)

917. CERTIFICATION OF ELIGIBILITY, May 1935 to date. See entry 806. Form FERA 602. Filed alphabetically by name of town. (Daily, official.) 5 x 8 sheets, 1 ft., in wooden box on table. R. 1. (31)

918. CORRESPONDENCE, 1933 to date. Correspondence between district headquarters and district manager at Troy, N.Y., concerning procedure and transfers. Filed chronologically. (Daily, official.) 8 x 10½ folders, 3 ft. 7 in., in 2 drawers of desk. R. 1. (32)

919. DAILY AND WEEKLY STATISTICAL REPORTS, Aug. 1933 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; Form USES 304, daily report of additions and subtractions; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 5¼ x 8, 8 x 10½, and 8½ x 11 folders, 5 ft. 6 in., in 3 drawers of desk. Rs. 1 and 3. (33-36)

920. PLACEMENTS, Aug. 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; and Form WPA 404, reclassification slip. Filed numerically by assignment slip number. (Frequently, official.) 4 x 6 sheets, 1 ft. 5 in., in wooden filing box on table. R. 3. (37)

921. REQUISITIONS, Aug. 1935 to date. Form WPA 401, requisitions, showing name of requisitioning agency, and type and number of employees required. Filed alphabetically by town and numerically by project number. (Frequently, official.) 8 x 10½ folders, 1 ft. 2in., in drawer of desk. R. 3. (38)

MIDDLETOWN

ORANGE COUNTY OFFICE
Hathaway Bldg., 136 W. Main St.

This office was established in August 1933. On January 31, 1935, it was discontinued, and its records were shipped to Newburgh. On August 15, 1935, it was re-established as a branch of the Newburgh office. No records have been lost, but some are periodically destroyed by authority; no records are sent to Washington. Copies of all records are sent to the State Office at New York City and to the Newburgh office. Up to January 31, 1935, this office occupied premises in the King Street Fire House.

922. REGISTRATION CARDS, 1933 to date. See entry 701. Filed by occupational classification. 3 x 5 card index. (Frequently, official.) Variously sized cards, 3 ft. 8 in., in 15 drawers of steel card cabinets. Main Floor. (36)

923. PLACEMENTS, TERMINATION OF EMPLOYMENT, RECLASSIFICATIONS, INACTIVE REGISTRATIONS AND CERTIFICATIONS OF ELIGIBILITY, 1933 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; Form WPA 404, reclassification slip; and Form FERA 600, certification of eligibility. 3 x 5 card index. (Frequently, official.) Variously sized cards, 25 ft. 8 in., in 18 drawers of filing cabinets. Main Floor. (37)

924. CORRESPONDENCE AND MEMORANDA, 1933 to date. Copies of correspondence including inquiries from clients, WPA identification notices, memoranda placement letters, orders received, and memoranda to contractors or supervisors of projects. Filed alphabetically. (Frequently, official.) 8½ x 11 sheets, 2 ft. 11 in., in drawer of steel cabinet. Main Floor. (35)

MONTICELLO

SULLIVAN COUNTY OFFICE
Bushnell Bldg.

This office was established in November 1933. No records have been destroyed or lost. No papers are considered useless, and none are sent to Washington. Prior to 1935, this office was located in the Rialto Theatre Building, and in the County Court House.

925. REGISTRATION CARDS, Dec. 1934 to date. See entry 701. Filed by occupational classification. Card index. (Daily, official.) 5 x 8 cards, 5 ft. 10 in., in 3 drawers of metal card cabinets and 2 card boxes in cabinet. Office. (2, 10)

926. GENERAL FILE, Nov. 1933 to date. Correspondence; reports; district manager's monthly budget estimate; records of WPA business census project enumerators; civil service bulletins; clearance orders; clearance procedure; canneries in New York State; and general correspondence. Filed by subject. (Daily, official.) 10 x 12 pockets, 1 ft. 1 in., in drawer of cabinet. Office. (7)

927. ASSIGNMENTS, Aug. 7, 1936 to date. Form USES 325, assignment slip, showing name of assignee, address, identification, case, and project numbers; date, and signature of worker, supervisor, and assignment officers. Filed numerically. (Daily, official.) 4 x 6 cards, 7½ in., in card box in cabinet. Office. (9)

928. CERTIFICATION OF ELIGIBILITY, Nov. 1933 to date. See entry 717. Filed by occupation. (Daily, official.) 5 x 8 cards, 6½ in., in drawer of wooden card cabinet. Office. (3)

929. EMPLOYERS' CARDS, Nov. 1933 to date. Form NRS 4, employers' cards, showing name and address of employer, type of employee hired, requisitions and qualifications of employees. Filed alphabetically by name of employee. (Daily, official.) 4 x 6 cards, 8 in., in card box in cabinet. Office. (8)

930. EMPLOYERS' CONTACT CARD, Feb. 2, 1937 to date. Form USES 330, contact cards, showing name of employer, address, pertinent information, dates visited, person interviewed, and comments by NRS manager. Filed alphabetically by employer's name. (Daily, official.) 5 x 8 cards, 1 in., in pasteboard box. Office. (5)

931. WPA IDENTIFICATION CARD, Feb. 19, 1936 to date. WPA identification card, showing name of worker, township, identification and relief or non-relief numbers. Filed numerically. (Daily, official.) 6 x 9 notebook, ½ in., on table. Office. (6)

932. DAILY REPORT OF APPLICATIONS, Jan. 18, 1936 to date. Daily summary of applications made to this office, showing date, address, name and identification number of applicant, industrial and occupational code numbers, sex, age, color, and length of unemployment of applicants. Filed numerically by identification number. (Daily, official.) 8½ x 11 loose-leaf book, ½ in., on table. Office. (4)

933. WPA, PWA, AND TERA PROJECTS, Nov. 1933 to date. Records of county projects, showing type of activity, cost, and location; also Form WPA 114, applicants referred to WPA projects; Form WPA 3013, work schedule; and Form WPA 401, and Form USES 371, requisitions for workers. Filed by project. (Daily, official.) 10 x 12 pockets, 6 in., in drawer of card cabinet. Office. (1)

MOUNT VERNON

WESTCHESTER COUNTY OFFICE
City Bldg., 140 Stevens Ave.

This office was established May 1, 1935. None of its records have been destroyed by accident or lost. No papers are considered useless, and none are sent to Washington. The office has occupied no other building since its inception.

934. DUPLICATE REGISTRATION CARDS, Sept. 1933 to date. See entry 701. 3 x 5 card index. (Rarely, official.) 5 x 8 cards, 1 ft. 6 in., in wooden box on table. Office. (7)

935. REGISTRATION CARDS, Sept. 21, 1933 to date. See entry 701. Filed by occupational classification. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 19 ft. 9 in., in 13 wooden boxes on table. Office. (5, 6)

936. INDIVIDUAL OCCUPATIONAL CLASSIFICATION, May 1 - July 31, 1935. Form FERA 144A, individual occupational classification record, concerning unemployables. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 11 in., in cardboard box on table. Office. (8)

937. ASSIGNMENT SLIPS, Sept. 18, 1935 to date. Form USES 325, assignment slips. Filed numerically. (Daily, official.) 4 x 6 sheets, 3 ft. 2 in., in 2 wooden boxes on table. Office. (9)

938. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, June 8, 1935 to date. Form FERA 600, certification of eligibility; Form FERA 601, notice of case change; Form FERA 602, cancellation of certification of eligibility; and Form FERA 144A, individual occupational classification record. Filed numerically by case number. (Daily, official.) 5 x 8 sheets and cards, 5 ft. 4 in., in 5 cardboard boxes and wooden box on table. Office. (10, 11)

939. OPENINGS, May 5, 1935 to date. See entry 713. Filed alphabetically. (Daily, official.) 4 x 6 cards, 11 in., in wooden box on desk. Office. (12)

940. REQUISITIONS, Dec. 23, 1935 to date. Form WPA 401, requisition for workers; and Form NRS 114, applicants referred to WPA projects. Filed numerically by project number. (Daily, official.) 9 x 12 folders, 3 ft. 6 in., in 2 cardboard file boxes. Office. (3, 4)

941. GENERAL FILES, May 1, 1935 to date. Correspondence relative to functions of this office; telephone charges on long distance calls; transfers; and contractors' time forms. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft. 1 in., in 2 drawers of steel fing case. Office. (1)

942. STATISTICAL REPORTS, May 1, 1935 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; Form S101A, interviewer's daily tally sheet; Form S102, transactions; and Form WPA 502, semi-monthly time report. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 9 in., in 2 drawers of steel filing case. Office. (2)

NEWBURGH

ORANGE COUNTY OFFICE
Post Office, 217 Liberty St.

This office was established on August 11, 1933. Useless papers are destroyed every six months. No papers have been lost. No records are sent to Washington. The original records are sent to the State Office in New York City. Prior to May 9, 1934, this office was located in the Fire House, Middletown, N. Y., from August 11 to October 18, 1933; and in the old YWCA Building, Newburgh, from October 18, 1933 to May 9, 1934.

943. REGISTRATION CARDS, Aug. 11, 1933 to date. See entry 701. Filed by occupational classification. (Daily, official.) 6 x 8 cards, 20 ft. 6 in., in 12 drawers of steel card cabinets. R. 6, basement. (35, 38)

944. LABOR RECORD CARDS, Aug. 1933 to date. Employment records of unemployed industrial workers. Filed alphabetically. (Daily, official.) 3 x 5 cards, 12 ft., in 5 drawers of steel card cabinets. R. 6, basement. (36)

945. CERTIFICATION OF ELIGIBILITY, May 1, 1935 to date. See entry 806. Filed alphabetically. (Daily, official.) 6 x 8 sheets, 6 ft. 4 in., in 4 drawers of steel card cabinets. R. 6, basement. (37)

946. ASSIGNMENT SLIPS, Aug. 11, 1933 to date. Form WPA 325, assignment slips. Filed alphabetically. (Daily, official.) 4 x 6 cards, 3 ft. 6 in., in drawer of steel card cabinet. R. 6, basement. (39)

947. GENERAL FILE, Aug. 11, 1933 to date. Correspondence; also compensation data, and memoranda pertaining to labor disputes. Filed by project number. (Daily, official.) 9 x 12 folders and pockets, 13 ft. 4 in., in 8 drawers of steel filing cases. R. 6, basement. (40)

NEW CITY

ROCKLAND COUNTY OFFICE
County Courthouse

This office was established on September 26, 1933. No records have been lost or destroyed, no records are considered useless, and none are sent to Washington.

948. REGISTRATION CARDS, Sept. 26, 1923 to date. See entry 701. Filed by name of town and occupational classification. (Daily, official.) 5 x 8 cards, 14 ft. 8 in., in wooden trays on table. Basement. (1, 2)

949. GENERAL CORRESPONDENCE, Sept. 26, 1933 to date. Correspondence with Veterans' Welfare Bureau, WPA, and PWA. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft. 6 in., in 4 drawers of steel filing case. Basement. (3)

950. ASSIGNMENT SLIPS, Sept. 1935 to date. Form USES 325, assignment slips. Filed by number. (Daily, official.) 4 x 6 sheets, 3 ft. 10 in., in 3 drawers of wooden card cabinet. Basement. (4)

951. CERTIFICATION OF ELIGIBILITY, July 1935 to date. See entry 806. Filed by town and numerically by case number. (Daily, official.) 6 x 8 sheets, 1 ft. 10 in., in drawer of steel card cabinet. (5)

952. PUBLIC WORKS COMPLETED, July 1935 to date. Record of completed public works for which this office furnished employees, showing date, name of company, address, names of employees, addresses, occupations, result of interview, and dates of starting work. Filed alphabetically by name of project. (Rarely, official.) 3 x 5 cards, 8 in., in drawer of wooden card cabinet. Basement. (6)

NEW ROCHELLE

WESTCHESTER COUNTY BRANCH OFFICE
200 North Avenue

This office was established on November 10, 1934. It is a branch of the Westchester County Office at White Plains, and covers the City of New Rochelle and adjacent territory. None of its records have been destroyed or lost. There are no useless papers and none are sent to Washington. There has been no change in location.

953. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, Aug. 8, 1935 to date. Form FERA 600, certification of eligibility; Form FERA 601, notice of case change, and Form FERA 602, cancellation of certification of eligibility. Filed alphabetically. (Daily, official.) 5 x 8 slips, 4 ft. 2 in., in 6 wooden drawers of steel safe cabinet. R. 11. (4, 5)

954. UNEMPLOYABLES, May 1, July 30, 1935. Form FERA 144A, individual occupational record of unemployables. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 1 ft. 3 in., in drawer of steel safe cabinet. R. 11. (6)

955. EMPLOYERS' ORDER CARDS, Nov. 10, 1934 to date. Form NRS 5, giving name of employer, address, telephone number, industrial classification, order number, date, to whom to apply, nature of work, number of openings, deviation of job, hours and rate of pay. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 6 in., in wooden drawer on table. R. 11. (7)

956. STATISTICAL REPORTS, Feb. 17, 1936. Form NYS 300, daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities; Form S101A, interviewer's daily tally sheet. Form USES 700, monthly time sheets; and Form USES 270, notice of transfers to active file. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 9 in., in drawer of steel filing case. R. 11. (8)

957. GENERAL FILE, Nov. 19, 1934 to date. Correspondence pertaining to general office activity; clearance orders relative to placement of registrants through other offices of NRS; Form USES 39, placement and referral record; Form USES 29 B, preliminary notice to applicant; and memoranda pertaining to WPA. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 3 ft., in 2 drawers of steel filing case. R. 11. (3)

958. REQUISITIONS, Oct. 1, 1935 to date. Forms WPA 401 and 114, applicants referred to WPA projects. Filed numerically by requisition number. (Daily, official.) 9 x 11½ folders, 1 ft. 4 in., in drawer of steel filing case. R. 11. (1)

959. ASSIGNMENT SLIPS, Sept. 27, 1935 to date. Form USES 325, assignment slips. Filed by identification number. (Daily, official.) 4 x 6 slips, 6 ft. 5 in., in 8 wooden drawers on table. R. 11. (2)

960. REGISTRATION CARDS, Sept. 18, 1934 to date. See entry 701. Filed alphabetically. 3 x 5 card index. (Daily, official.) 5 x 8 cards, 20 ft. 5 in., in drawers of 2 wooden and 3 drawers of steel card cabinets. R. 11. (9)

NEW YORK

NATIONAL REEMPLOYMENT SERVICE

LOCAL OFFICES

(A) 376 Lafayette St.
(B) Soling Bldg., 4 W. 125th St.
(C) Gotham Theatre Bldg., 137th St. and Broadway
(D) 33 - 2d Ave.
(E) 804 - 6th Ave.
(F) 2239 Church Ave., Brooklyn
(G) 2915 Westchester Ave., Bronx
(H) 1920 Mott Ave., Far Rockaway, Queens
(I) 29-26 - 41st Ave., Long Island City, Queens

This agency was established in 1933. At the time the Survey of Federal Archives was being conducted in New York City the functions of the NRS were being transferred to the New York State Employment Service. No records have been lost or destroyed by accident. No records are sent to Washington, but copies of reports are sent to the NYSES office in New York City.

961. REGISTRATION CARDS, 1935 to date. See entry 701. Filed alphabetically. 3 x 5 card index. (Daily, official.) 25 ft. 6 in., in drawers of steel card cabinets, 6th Floor, (Bldg. A). (967)

962. REFERRAL REGISTER, May 1935 to date. Register, showing name of worker, case and requisition numbers, number of project to which worker was assigned, and record of transfers from one project to another. Filed chronologically. (Frequently, official.) 9 x 12 loose-leaf sheets, 1 in., in drawer of wooden desk. 6th floor (Bldg. A). (968)

963. ASSIGNMENT SLIPS, 1935 to date. Form WPA 325, showing name of assignee, address, case number, occupational classification, project number, and name of official making assignment. Filed alphabetically. (Rarely, official.) 4 x 6 sheets, 2 ft., in drawer of steel filing case. 6th floor (Bldg. A). (966)

964. ASSIGNMENT SLIPS, 1935 to date. Form USES 325, showing name of assignee, address, case number, occupational classification, project number, and name of official making assignment. Filed alphabetically. (Rarely, official.) 4 x 6 sheets, 2 ft. 6 in., in drawer of steel filing case. 6th floor (Bldg. A). (964)

965. INACTIVE FILE, 1935 to date. Form 600, certification of eligibility of applicants placed on WPA. Filed alphabetically. (Rarely, official.) 5 x 8 sheets, 12 ft., in drawers of steel card cabinet. 6th floor (Bldg. A). (970)

966. INDEX TO APPLICATIONS, 1935 to date. Showing name and address of applicant, age, occupation, and occupational code number. Filed by code number and alphabetically. (Daily, official.) 3 x 5 cards 18 ft., in drawers of steel card cabinets. 6th floor (Bldg. A). (965)

967. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. Form FERA 144a, individual occupational classification record, showing occupational, educational, and physical histories of applicants. Filed alphabetically. (Daily, official.) 3 x 5 cards, 15 ft., in drawers of wooden card cabinets. 6th floor (Bldg. A). (963)

968. NOTICE OF CHANGE OF STATUS, 1935 to date. Notice sent by the Home Relief Bureau regarding client's change in status. Filed alphabetically. (Occasionally, official.) 4 x 6 cards, 4 ft., in drawers of steel card cabinet. 6th floor (Bldg. A). (963)

969. ADMINISTRATIVE CORRESPONDENCE, 1935 to date. Correspondence with other offices of NRS relative to functions of staff. Filed by subject. (Daily, official.) 9 x 11 folders, 2 ft., in drawer of steel filing case. 6th floor (Bldg. A). (969)

970. STATISTICAL REPORTS, May 1935 to date. Reports showing number of placements, daily openings, requisitions for workers, daily registrations and other activities. Filed alphabetically by name of employee. (Daily, official.) 9 x 11 and 18 x 30

folders, 4 ft., in drawers of steel filing cabinet. 6th floor (Bldg. A). (972)

971. PLACEMENT REPORTS, 1935 - March 1936. Placement reports, showing name of applicant, application number, sex, occupation, project number, and date. (Rarely, official.) 8 x 10 sheets, 6 in., in drawer of desk. 3d floor, front (Bldg. B). (526)

972. REFERRAL REGISTER, 1935 to date. See entry 962. Filed chronologically. (Frequently, official.) 9 x 11 loose leaf sheets, 1 in., in drawer of wooden desk. 3d floor, front (509)

973. ASSIGNMENT SLIPS, 1935 to date. See entry 963. Filed numerically. (Occasionally, official.) 4 x 6 sheets, 6 ft. 3 in., in drawers of metal filing cabinets. 3d floor, front (Bldg. B). (506)

974. CERTIFICATES OF ELIGIBILITY, 1935 to date. Form 600, certificate of eligibility, showing name of applicant, address, case number, occupation of head of family, and number of persons in family. Filed alphabetically. (Daily, official.) 5 x 8 cards, 13 ft. 2 in., in drawers of steel card cabinets. 3d floor, front (Bldg. B). (518, 519, 520)

975. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. See entry 968. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 11 ft., in drawers of wooden card cabinets. 3d floor, front (Bldg. B). (512, 516)

976. NOTIFICATION FORMS, 1935 to date. Notifications from occupational division of WPA advising of change of status of relief clients. (Rarely, official.) 4 x 6 sheets, 8 in., in drawer of wooden desk. 3d floor, front (Bldg. B). (511)

977. UNPLACEABLES, Sept. 1935 to date. Record of applicants considered unplaceable, due to serious physical handicaps. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 1 in., in drawer of wooden desk. 3d floor, front (Bldg. B). (522)

978. NOTICE OF CHANGE OF STATUS, 1935 to date. See entry 968. Filed alphabetically. (Rarely, official.) 4 x 6 cards, 6 in., in drawer of wooden desk. 3d floor, front (Bldg. B). (508)

979. CURRENT INTAKES, Feb. 1936 to date. Applications for employment from persons who have signified their intention of applying for home relief. (Rarely, official.) 5 x 7 cards, 6 in., in drawer of steel filing cabinet. 3d floor, front (Bldg. B). (524)

980. TRANSFER FORMS, 1933 - 1935. Form WD402, sent to this office when persons previously employed by Works division were transferred to WPA. (Occasionally, official.) 3 x 5 cards, 4 ft. 4 in., in drawers of wooden card cabinets. Office (Bldg. C). (552)

981. ASSIGNMENT SLIPS, 1935 to date. See entry 964. Filed numerically. (Frequently, official.) 4 x 6, 2 ft. 6 in., in drawers of wooden card cabinet. Office (Bldg. C). (558)

982. ASSIGNMENT SLIPS, 1935 to date. See entry 963. Filed alphabetically. (Rarely, official.) 4 x 6 sheets, 2 ft., in drawer of wooden card cabinet. Office (Bldg. C). (559)

983. CENTRAL INDEX NOTICE OF CHANGE, 1935 to date. Form USES SC12, showing changes in status of clients, changes from one district to another, and cases closed. (Frequently, official.) 5 x 8 sheets, 2 ft. 6 in., in drawers of wooden card cabinet. Office (Bldg. C). (557)

984. CERTIFICATES OF ELIGIBILITY, 1935 to date. See entry 974. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 22 ft., in drawers of steel and wooden card cabinets. Office (Bldg. C). (551)

985. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. See entry 967. Filed alphabetically. (Daily, official.) 5 x 8 cards, 32 ft., in drawers of metal card cabinets. Office (Bldg. C). (560)

986. NOTICE OF CHANGE OF WORK STATUS, 1935 to date. See entry 968. (Occasionally, official.) 4 x 6 sheets, 1 ft. 3 in., in drawer of wooden card cabinet. Office (Bldg. C). (554)

987. REFERRAL REGISTER, 1935 to date. See entry 963. Filed chronologically. (Frequently, official.) 8 x 10½ loose-leaf sheets, 2 in., in drawer of wooden desk. Office (Bldg. C). (556)

988. PLACEMENT REPORTS, 1935 to date. See entry 971. (Rarely, official.) 8 x 10½ sheets, 2 in., in drawer of wooden desk. Office (Bldg. C). (561)

989. PLACEMENT REPORTS, June 1935 - April 1936. See entry 971. (Rarely, official.) 9 x 12 sheets, 1 in., on desk. Office (Bldg. D). (1718)

990. REFERRAL REGISTER, June 1935 to date. See entry 962. Filed chronologically. (Frequently, official.) 9 x 11 sheets, 2 in., on desk. Office (Bldg. D). (1715)

991. CERTIFICATE OF ELIGIBILITY, June 1935 to date. See entry 974. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 77 ft., in drawers of steel filing cases. Office (bldg. D). (1722)

992. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORDS, June 1935 to date. See entry 967. Filed alphabetically. (Daily, official.) 5 x 8 cards, 48 ft., in drawers of steel filing cases. Office (Bldg. D). (1713, 1720)

993. CORRESPONDENCE, June 1935 to date. Administrative correspondence with other offices of USES. Filed by subject. (Daily, official.) 9 x 11 folders, 4 ft., in drawers of metal filing case. Office (Bldg. D). (1717)

994. ASSIGNMENT SLIPS, 1935 to date. See entries 963 and 964. Filed alphabetically. (Rarely, official.) 4 x 6 sheets, 14 ft., in wooden card cabinets. 2d floor (Bldg. E). (1706)

995. CENTRAL INDEX NOTICE OF CHANGE, 1935 to date. See entry 983. Filed alphabetically. (Rarely, official.) 3 x 5 cards, 6 in., in drawer of wooden card cabinet. 2d floor (Bldg. E). (1727)

996. APPLICATION FILE, 1935 to date. Certifications of eligibility, assignment slips, notification slips; notices of change of status, and reassignment slips. Filed alphabetically. (Daily, official.) 5 x 8 cards and sheets, 28 ft., in drawers of steel and wooden card cabinets. 2nd floor (Bldg. E). (1707)

997. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. See entry 967. Filed alphabetically. (Daily, official.) 5 x 8 cards, 16 ft. 4 in., in drawers of steel and wooden card cabinets. 2d floor (Bldg. E). (1704, 1708; 1709)

998. NOTIFICATION FORMS, 1935 to date. See entry 976. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 3 ft. 8 in., in wooden trays, 2d floor (Bldg. E). (1710)

999. ADMINISTRATIVE CORRESPONDENCE, 1935 to date. Correspondence relative to statistical and monthly reports, and office procedure. Filed alphabetically by subject. (Daily, official.) 9 x 11 folders, 2 ft., in drawer of steel filing case. 2d floor (Bldg. E). (1705)

1000. ASSIGNMENT SLIPS, 1935 to date. See entries 963 and 964. Filed alphabetically. (Frequently, official.) 4 x 6 sheets, 14 ft., in drawer of steel filing cabinets. Office (Bldg. F). (865)

1001. CERTIFICATES OF ELIGIBILITY, August 1935 to date. See entry 974. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 33 ft., in drawers of steel filing cases, wooden boxes, and wire baskets. Office (Bldg. F). (864)

1002. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. See entry 967. Filed alphabetically. (Daily, official.) 5 x 8 cards, 8 ft., in wooden boxes. Office (Bldg. F). (861, 866)

1003. REFERRAL REGISTER, 1935 to date. See entry 962. Filed chronologically. 10 x 11½ loose-leaf sheets, 2 ft., in drawer of wooden desk. Office (Bldg. F). (863)

1004. CORRESPONDENCE FILE, 1935 to date. Correspondence relative to reports and office procedure. Filed by subject. (Daily, official.) Variously sized folders, 5 ft., in drawers of steel filing cabinets and cardboard transfer cases. Office (Bldg. F). (862)

1005. APPLICATION FILE, 1935 to date. See entry 996. Filed alphabetically. (Daily, official.) 5 x 8 cards and sheets, 56 ft., in drawers of steel card cabinets. 2d floor, front (Bldg. G). (730)

1006. REFERRAL REGISTER, 1935 to date. See entry 962. Filed chronologically. (Frequently, official.) 7 x 10 bound volume, ½ in., in drawer of wooden desk. 2d floor, front (Bldg. G). (728)

1007. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1935 to date. See entry 967. Filed alphabetically. (Daily, official.) 5 x 8 cards, 7 ft. 6 in., in wooden card cabinets. 2d floor, front (Bldg. G). (729, 732)

1008. CORRESPONDENCE FILE, 1935 to date. Correspondence relative to reports and office procedure. Filed by subject. (Daily, official.) 9 x 11 folders, 2 ft. in drawer of steel filing case. 2d floor, front (Bldg. G). (731)

1009. CERTIFICATES OF ELIGIBILITY, 1934 to date. See entry 974. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft., in drawer of wooden desk. Papers dirty. 2d floor, left (Bldg. H). (1222)

1010. INDIVIDUAL OCCUPATIONAL CLASSIFICATION RECORD, 1934 to date. See entry 967. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 1 ft., in wooden tray. 2d floor, left (Bldg. H). (1226)

1011. ASSIGNMENT SLIPS, 1934 to date. See entries 963 and 964. Filed alphabetically. (Daily, official.) 4 x 6 sheets, 8 in., in paper box. Papers dirty. 2d floor, left (Bldg. H). (1223)

1012. CURRENT INTAKES, Jan. 1936 to date. See entry 979. (Daily, official.) 5 x 8 cards, in wooden tray. Papers dirty. 2d floor, front (Bldg. H). (225)

1013. CORRESPONDENCE FILE, 1934 to date. Correspondence relative to reports and office procedure. Filed by subject. (Daily, official.) 9 x 11 folders, 2 ft., in drawer of steel cabinet. 2d floor, left (Bldg. H). (1227)

1014. ASSIGNMENT SLIPS, 1933 to date. See entries 963 and 964. Filed alphabetically. (Frequently, official.) 3 x 5 sheets, 9 ft., in wooden trays. 1st floor (Bldg. I). (1132)

1015. CERTIFICATES OF ELIGIBILITY, 1933 to date. See entry 974. Filed alphabetically. (Frequently, official.) 5 x 8 cards, 17 ft., in drawers of steel card cabinets, 1st floor (Bldg. I). (1126, 1131)

1016. INDIVIDUAL OCCUPATIONAL CLASSIFICATION CARDS, 1933 to date. See entry 967. Filed alphabetically. (Rarely, official.) 5 x 8 cards, 7 ft. 6 in., in wooden trays. 1st floor (Bldg. I). (1121)

1017. NOTIFICATION FORM, 1933 to date. See entry 976. (Rarely, official.) 4 x 6 cards, 1 ft., 3 in., in wooden tray. 1st floor (Bldg. I). (1127)

1018. REFERRAL REGISTER, 1934 to date. See entry 962. Filed chronologically. (Frequently, official.) 9 x 11 loose-leaf sheets, 1 in., in drawer of wooden desk. 1st floor (Bldg. I). (1130)

1019. CURRENT INTAKES, 1936 to date. See entry 979. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 ft., in wooden trays. 1st floor (Bldg. I). (1128)

1020. CORRESPONDENCE FILE, 1933 to date. Correspondence relative to reports and office procedure. Filed by subject. 9 x 11 folders, 2 ft., in drawer of steel filing case. 1st floor (Bldg. I). (128)

NIAGARA FALLS

NIAGARA COUNTY OFFICE
Federal Post Office, 615 Main Street.

This office was established September 5, 1933. No records have been lost or destroyed, and none are considered useless. No records are sent to Washington. Prior to moving to its present location, this office was located at Fire Hall, 615 Main Street.

1021. APPLICANTS, ACTIVE AND INACTIVE, Sept. 5, 1933 to date. Forms NRS1, employer's order forms; Forms NRS2 and 3, positions available; Forms USES 325, assignment slips; Forms WPA 401, employees' requisition slips; Form WPA 402, reassignment slips; Forms NYSES 501, 502, 503, 504, 505 and 506, registration cards of persons seeking employment; Form FERA 601, notice of case change; Form FERA 602, cancellation of certificate of eligibility; Form FERA 144A, individual occupational classification record; Form WPA 114, applicants referred to WPA projects;

and Form WPA 320. Filed by occupational classification. (Daily, official.) 5 x 8 cards, 66 ft., in 18 drawers of metal filing cabinets. Rs. 211 and 212. (97)

1022. OPENINGS, Sept. 5, 1933 to date. See entry 713. (Daily, official.) 5 x 8 cards, 2 ft., in drawer of steel filing case. Rs. 211 and 212. (98)

1023. CORRESPONDENCE, Sept. 5, 1933 to date. Inter-department correspondence, and semi-monthly payroll record. (Frequently, official.) 9 x 12 folders, 3 ft., in 4 drawers of steel filing cases. R. 213. (99)

1024. DAILY STATISTICAL REPORTS, Sept. 5, 1933 to date. Form NYS 300, daily reports of applications; Form USES 301, report of placements; Form USES 302, summaries of activities; and general correspondence. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 5 ft., in 4 drawers of steel filing cases. Rs. 211 and 212. (100)

NORTH TONAWANDA

NIAGARA COUNTY BRANCH OFFICE
Post Office, Goundry and Oliver Streets.

This office was established on Sept. 25, 1933. No records have been lost or destroyed. No papers are considered useless, and none have been sent to Washington. Up to May 1935, this office was located at City Hall. Since then it has occupied its present location.

1025. APPLICATIONS FOR EMPLOYMENT, Sept. 25, 1933 to date. See entry 730. Filed by occupational classification. (Daily, official.) 5 x 8 cards, 21 ft., in drawers of metal card cabinets. R. 12. (14)

1026. CORRESPONDENCE, Sept. 25, 1933 to date. Inter-departmental correspondence, and correspondence with public. Filed alphabetically by subject. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of desk. R. 13. (1)

1027. GENERAL FILE, Sept. 25, 1935 to date. Record of clearance orders, general correspondence, and reports. Filed alphabetically. (Rarely, official.) 9 x 12 folders, 2 ft., in drawer of desk. R. 12. (3)

1028. OPENINGS, Sept. 25, 1933 to date. See entry 713. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of wooden card cabinet. R. 13. (2)

NORWICH

CHENANGO COUNTY OFFICE
Masonic Building, W. Main Street.

This office was established on November 1, 1933. No papers or records have been lost or destroyed by accident. A report of each week's activities are sent to the National Reemployment Service, 342 Madison Avenue, New York City. No records are sent to Washington. From November 1933 to January 1934, this office was located at the Chenango County Court House.

1029. REGISTRATION CARDS, ACTIVE AND INACTIVE, Nov. 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards, 6 ft. 11 in., in 4 drawers of metal and 2 drawers of wooden card cabinets. Office. (5-8)

1030. INDEX AND REGISTRATION CARDS, Nov. 1933 to date. Index to registration cards, showing applicant's name, address, age, sex, place of birth, and occupational classification. Filed alphabetically. (Daily, official.) 3 x 5 cards, 5 ft. 2 in., in 4 drawers of steel file cabinet. Office. (4)

1031. OPENINGS, Nov. 1, 1933 to date. See entry 713. Filed alphabetically by name of employer. (Daily, official.) 4 x 6 cards, 1 ft. 5 in., on desk. Office. (10)

1032. REQUISITIONS, Nov. 1933 to date. Form WPA-401, requisitions for personnel. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 in., on table. Office. (11)

1033. GENERAL FILE, Nov. 1, 1933 to date. Payrolls, time sheets, requisitions, veteran's bulletins, occupational census reports, statistical reports, daily and weekly summary reports, strikes and lockouts, clearance orders, news releases, and data on unemployment insurance. Filed chronologically. (Daily, official.) 10 x 15 envelopes, 1 ft., on table. Office. (12)

1034. PLACEMENTS, Oct. 1935 to date. Form USES 325 and Form WPA 402, placement record, showing name of applicant, age, sex, place of birth, previous occupation, address, number, and classification; also time applicant is to report for work. Filed numerically. (Daily, official.) 4 x 6 sheets, 2 ft., in drawer of steel file cabinet. Office. (13)

1035. CORRESPONDENCE, June 1, 1936 to date. Copies of correspondence with relief agencies and WPA projects. Filed alphabetically. (Daily, official.) 8 x 11 sheets, 2 in., in cardboard file box. Office. (9)

OGDENSBURGH

ST. LAWRENCE COUNTY OFFICE
United States Post Office Building
State and Knox Streets.

This office was established in 1933. No records have been lost. Useless papers are destroyed upon the discretion of the manager. No records are forwarded to Washington. Reports are sent to State Headquarters, New York City. This office has occupied no other office since its inception.

1036. REGISTRATION CARDS, Sept. 1933 to date. See entry 701. Filed alphabetically. (Daily, official.) 5 x 8 cards, 15 ft. 6 in., in drawer of steel filing case and 15 wooden boxes. R. 1. (6)

1037. REGISTRATION CARDS, Sept. 1933 to date. Form USES 321, index to registrations, showing name, address, telephone number, and occupational classification of registrant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 ft. 4 in., in 4 wooden boxes. R. 1. (8)

1038. INDEX TO COUNTY REGISTRATION CARDS, 1933 to date. See entry 1037. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 ft. 1 in., in 6 drawers of steel filing cases and 2 wooden boxes. R. 2. (11)

1039. ASSIGNMENT SLIPS, Sept. 1933 to date. See entry 963. Filed numerically. (Daily, official.) 4 x 6 sheets, 2 ft. 3 in., in wooden box. R. 1. (7)

1040. CERTIFICATION OF ELIGIBILITY, 1933 to date. See entry 974. Filed alphabetically by name of town. (Daily, official.) 5 x 8 sheets, 3 ft., in 3 wooden boxes. R. 1. (9)

1041. PROJECT FILE, Sept. 1933 to date. Project data, showing number of people employed, nature and location of project. Filed numerically by project number. (Daily, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ folders, 1 ft. 2 in., in drawer of steel filing case. R. 1. (15)

1042. CORRESPONDENCE, 1933 to date. Copies of correspondence between office manager, district manager, headquarters, and applicants, relative to general routine of office. (Daily, official.) $9\frac{1}{2}$ x $11\frac{5}{4}$ folders, 1 ft. 4 in., in drawers of metal cabinet. R. 3. (12)

1043. CORRESPONDENCE AND REPORTS, Jan. 1 - Dec. 31, 1935. Copies of statistical reports, records, and correspondence on office activities. Filed alphabetically. (Rarely, official.) 9½ x 11¾ folders, 1 ft. 5 in., in drawer of steel filing case. R. 3. (14)

1044. DAILY, WEEKLY, AND MONTHLY STATISTICAL REPORTS, 1933 to date. Form NYS 300, daily report of applications; Form USES 301, report of placement; Form USES 302, summary of activities; also reports from various WPA projects, and from each township relative to business of office. Filed chronologically. (Daily, official.) 9½ x 11¾ folders, 1 ft. 8 in., in drawer of steel filing case. R. 3. (13)

OLEAN

CATTARAGUS COUNTY, BRANCH OFFICE
U. S. Post Office, 101 W. State Street.

This office was established October 1, 1933. No records have been lost or destroyed. No records are sent to Washington, and there are no useless papers. From its establishment until March 1934, this office was located in the Exchange National Bank Building.

1045. ACTIVE AND INACTIVE REGISTRATIONS, Oct. 1, 1933 to date. See entry 701. Filed by occupational classification. (Daily, official.) 4 x 6 cards, 3 ft., in drawers of filing cases. R. 4. (3)

1046. PLACEMENTS, Oct. 1, 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips, Form WPA 403, notice of change in work status, and Form WPA 404, reclassification slips. Filed chronologically. (Frequently, official.) 4 x 6 cards, 2 ft., in drawers of steel filing case. R. 4. (2)

1047. OPENINGS, Oct. 1, 1933 to date. See entry 713. Filed by location and alphabetically. (Daily, official.) 4 x 6 cards, 2 ft., in drawers of steel filing case. R. 4. (5)

1048. CERTIFICATION OF ELIGIBILITY, Oct. 1, 1933 to date. See entry 974. Filed alphabetically. (Daily, official.) 5 x 8 sheets, 2 ft. 6 in., in drawers of steel filing case. R. 4. (6)

1049. DAILY STATISTICAL REPORTS, Oct. 1933 to date. Form NYS 300, daily report of applicants; Form NYSES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. R. 4. (7)

1050. GENERAL CORRESPONDENCE, Oct. 1, 1933 to date. Correspondence between county manager, District 11, Salamanca, local relief agencies, applicants, employers, high school superintendents, and local offices. Filed chronologically. (Frequently, official.) 9 x 12 folders, 3 ft., in drawer of steel filing case. R. 4. (4)

ONEIDA

MADISON COUNTY OFFICE
Oneida City Hall,
116 N. Washington Avenue.

This office was established on September 19, 1933. No records have been destroyed or lost. Useless papers are stored, pending order for disposition. No records are sent to Washington. This office has occupied no other building since its inception.

1051. REGISTRATION CARDS, 1933 to date. See entry 701. Filed alphabetically by occupational classification. (Daily, official.) 5 x 8 cards, 8 ft. 5 in., in 10 pasteboard boxes. Office. (5)

1052. INDEXES TO REGISTRATIONS, 1933 to date. Form NRS 3, and Form USES 321, indexes to registrations, showing name, address, and telephone and occupational classification numbers of registrant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 4 ft. 10 in., in 4 pasteboard boxes. Office. (3)

1053. PLACEMENTS AND TERMINATION OF EMPLOYMENT, Jan. 1, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of change in work status; Form USES 371; Form USES 114, and Form WPA 401, requisitions for workers. Filed alphabetically. (Daily, official.) 6 x 8 bundle, 10 in., in drawer of metal filing case. Office. (2)

1054. CORRESPONDENCE, 1933 to date. Correspondence with supervising officials, individuals, and various offices relative to general business of office. Filed alphabetically. (Daily, official.) 9 x 12 folders, 9 in., in drawer of metal filing case. Office. (7)

1055. CORRESPONDENCE AND REPORTS, 1933 to date. Correspondence and reports relative to employment and old contracts affecting projects. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in transfer case on desk. Office. (4)

1056. STATISTICAL REPORTS, 1933 to date. Form NYS 300, daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities. Filed chronologically. (Daily, official.) 9 x 12 folders, 9 in., in drawer of metal filing case. Office. (8)

1057. WEEKLY ATTENDANCE REPORTS, July 1936 to date. Form USES 478, recording overtime, leaves of absence, and general time report of office employees. Filed chronologically. (Frequently, official.) 9 x 14 bundles, ½ in., in drawer of metal filing case. Office. (6)

1058. TIME SHEETS, July 1936 to date. Form NRS 700, record of working hours of office employees. Filed chronologically. (Occasionally, official.) 8½ x 14 bundle, ½ in., in drawer of metal filing case. Office. (9)

ONEONTA

OTSEGO COUNTY OFFICE
United States Post Office Building
Main Street.

This office was established on Nov. 27, 1933 as a branch of the Cooperstown office. No records have been lost or destroyed. There are no records considered useless; and none are sent to Washington. Prior to May 1934, this office occupied premises in the Municipal Building, from Nov. 1933 to May 1934.

1059. GENERAL FILE, Jan. 1, 1937 to date. Copies of correspondence pertaining to reports sent to state office, showing monthly summaries; renewals and requisitions; interviewer's daily tally sheets; daily report of applications, re-interview program and reports; daily reports; openings and placements; statistical bulletins; outgoing letters; orders referring to district clearance summaries; summaries of daily activities; and correspondence concerning Morris Road project. Filed chronologically. (Daily, official.) 9 x 11½ folders, 9 in., in metal drawer. R. 224-225. (3)

1060. INDEX TO REGISTRATION, Nov. 1933 to date. Form USES 321, index to registration, showing name and address of registrant, occupational code number, and PWA and WPA identification numbers. (Daily, official.) 3 x 5 cards, 6 ft. 10 in., in 4 wooden boxes on table. R. 224-225. (5)

1061. OPENINGS, Nov. 1936 to date. Form USES 316, openings for positions that may be filled through this office, showing data concerning positions and applicants. Filed alphabetically by names of registrants. (Daily, official.) 4 x 6 cards, 9 in., in wooden box. R. 224-225. (6)

1062. STATISTICAL REPORTS, Jan. 1, 1937 to date. Form NYS 301, daily summaries of activities; Form USES 301, report of placement; Form USES 302, summaries of activities, showing additions, subtractions, and balances to active applications, and number of re-interviews, referrals, and field visits. (Daily, official.) 9 x 11½ envelopes, 1 in., in drawer of desk. R. 224-225. (7)

1063. CERTIFICATION OF ELIGIBILITY, May 1935 to date. Form FERA 600, certification by public relief agencies that applicants are eligible to work on WPA projects. (Daily, official.) 5 x 8 loose-leaf books, 3½ in., in drawer of desk. R. 224-225. (8)

1064. REGISTRATION CARDS, Nov. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, address, age, sex, nationality, place of birth, previous employment, earnings, qualification, and physical defects, if any. (Daily, official.) 5 x 8 cards, 8 ft. 8 in., in 6 boxes on table and 3 wooden boxes. R. 224-225. (4 and 9)

1065. GENERAL FILE, Nov. 7, 1933 to Dec. 31, 1936. Copies of correspondence pertaining to reports to state office, monthly summaries; renewals and requisitions; interviews and daily tally sheets; daily reports of applications; re-interview programs; daily reports; openings; placements; statistical bulletins; outgoing letters; orders referred to district clearance; summaries of district clearance; and miscellaneous correspondence concerning Morris Road project. (Rarely, official.) 9 x 12 folders, 2 ft. 11 in., on table. R. 226-227. (10)

OSWEGO

OSWEGO COUNTY OFFICE
Federal Bldg., W. Oneida Street.

This office was established on October 23, 1933. No papers have been destroyed or lost, and none are considered useless. During the first two weeks of its inception this office was located in the Oswego State Armory.

1066. REGISTRATION CARDS, Oct. 23, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for all types of applicants showing name, age, sex, nativity, place of birth, previous employment, qualifications, weekly or monthly earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 5 x 8 cards, 10 ft. 10 in., in card case. R. 10. (619, 620)

1067. REGISTRATION CARDS, City, Oct. 23, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for all types of employees, showing name, address, place of birth, nativity, previous employment, earnings, and physical defects, if any. Filed chronologically.(Frequently, official.) 5 x 8 cards, 2 ft. 11 in., in card cases. R. 17. (616)

1068. INDEX TO REGISTRATIONS, Jan. 1, 1934 to date. Index to registration of applicants, showing name, address, and occupational classification. Filed chronologically. (Frequently, official.) 3 x 5 cards, 8 ft. 5 in., in drawer of wooden card cabinet. R. 19. (621)

1069. REQUISITIONS, Jan. 1, 1935 to date. Form WPA 401, copies of requisitions, showing name of requisitioning office or agency, type and number of employees required, and signature of person requesting employees. Filed chronologically. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 28. (609)

1070. PLACEMENTS, Jan. 1, 1935 to date. FORM USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, notice of termination of employment; and Form WPA 404, notice of change in work status. Filed chronologically. (Frequently, official.) 4 x 6 sheets, 2 ft. 2 in., in pasteboard boxes. R. 19. (615, 618)

1071. ASSIGNMENT AND IDENTIFICATION SLIPS, Oct. 23, 1933 - Dec. 31, 1934. Forms CWA B-7 and 2-5, assignment and identification slips. Filed chronologically. (Rarely, official.) $3\frac{1}{2}$ x 6 loose sheets, 11 in., in pasteboard box. R. 28. (613)

1072. APPLICANTS, Jan. 1, 1935 to date. Letters requesting information concerning proposed jobs; also PWA and WPA reassignments and location. Filed chronologically. (Frequently, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 28. (599)

1073. CERTIFICATION OF ELIGIBILITY, County, Oct. 23, 1933 to date. Form FERA 660, certificates submitted by public relief agencies, certifying that applicant is eligible for employment on WPA projects. Filed chronologically. (Frequently, official.) 5 x 8 loose sheets, 1 ft., in wooden box. R. 28. (602)

1074. CERTIFICATION OF ELIGIBILITY, Jan. 1, 1935 to date. Form FERA 600, certification by public relief agencies, that applicant is eligible for employment on WPA projects. Filed chronologically. (Frequently, official.) 5 x 8 loose sheets, 3 ft., in card cases. R. 19. (607)

1075. ORDERS, Jan. 1, 1934 to date. Clearance orders relative to number and types of positions open. Filed chronologically. (Frequently, official.) 9 x 12 folders, 8 in., in drawers of metal filing case. R. 28. (601)

1076. GENERAL CORRESPONDENCE, Oct. 23, 1933 to date. Copies of correspondence with construction companies, manufacturers, and farmers, relative to employment, and data on census survey. Filed chronologically. (Frequently, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 28. (603)

1077. MISCELLANEOUS CORRESPONDENCE, Oct. 23, 1933 to date. Correspondence, from State Conservation Department, and Department of Public Works, concerning proposed projects, road contracts, and amount of work completed; also memoranda and occupational data. Filed chronologically. (Rarely, official.) 9 x 12 folders, 1 ft. 8 in., in wooden cabinet. R. 28. (611)

1078. FERA CORRESPONDENCE, Jan. 1, 1934 to date. Correspondence concerning checking of various FERA cases, showing number of work relief cases assigned, and names, numbers and classifications of employees. Filed chronologically. (Frequently, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 28. (606)

1079. FINANCE, Jan. 1, 1934 to date. Financial reports; office expense vouchers; tabulations; record of employment insurance; official information; time sheets; and payroll accounts. Filed chronologically. (Frequently, official.) 9 x 12 folders, 6 in., in drawers of steel filing case. (600)

1080. REQUISITIONS FOR SUPPLIES, Oct. 23, 1933 to date. Requisitions for office supplies, showing quantity and quality of material ordered, received, or about to be shipped, and itemized check of required amount. Filed chronologically. (Frequently, official.) 9 x 12 folders, 2 in., in drawers of steel filing case.. R. 28. (610)

1081. MEMORANDA, Jan. 1, 1934 to date. Memoranda, bulletins, and information concerning contracts and projects. Filed chronologically. (Frequently, official.) 9 x 12 folders, 5 in., in drawer of steel filing case. R. 28. (604)

1082. SUMMARY OF DAILY ACTIVITIES, Oct. 23, 1933 to date. Daily summaries of active applications and openings; also data regarding veteran's placements. (Frequently, official.) 8½ x 14 loose sheets, 10 in., in wooden cabinets. Filed chronologically. (Frequently, official.) 8½ x 14 loose sheets, 10 in., in wooden cabinets. R. 28. (605)

1083. REPORTS, Oct. 23, 1933 to date. Form NYS 300, daily summaries of office activities; Form USES 301, report of placements; Form USES 302, summaries of activities, showing additions, subtractions, balances to active applications, and visits; also Form USES 304, report of addition and subtraction. Filed chronologically. (Frequently, official.) 8 x 10 loose sheets, 1

ft. 3 in., in wooden cabinet. R. 28. (617)

1084. DAILY TALLY SHEETS, Jan. 2, 1934 to date. Form NYS 1-206, interview and daily tally sheet record, covering regular and temporary placements. Filed chronologically. (Rarely, official.) 8½ x 11 loose sheets, 6 in., in wooden cabinet. R. 28. (612)

1085. REPORTS, Jan. 1934 to date. Reports and referrals submitted to WPA and private employers, showing re-interview program, working assignments, placements, project reports, veterans preference, and active file and publicity reports. Filed chronologically. (Frequently, official.) 9 x 12 folders, 1 ft. 2 in., in drawer of steel filing case. R. 28. (608)

1086. STATISTICS, Oct. 23, 1933 to date. Statistics relative to classifications, recommendations, placements, method of obtaining employment, work relief requirements, procedure, revised sections, and reclassifications. Filed chronologically. (Frequently, official.) 9 x 12 folders, 3 in., in drawers of steel filing case. R. 28. (614)

OWEGO

TIOGA COUNTY OFFICE
County Bldg., 178 Main Street.

This office was established Nov. 31, 1933. No records have been lost or destroyed. No papers are considered useless and none are sent to Washington. This office has occupied the same location since its inception.

1087. REGISTRATION CARDS, Dec. 1, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, address, place of birth, nativity, age, sex, occupation, previous employment, amount of earnings, qualifications, and physical defects, if any. Filed chronologically by town and occupation. (Daily, official.) 5 x 8 cards, 3 ft. 4 in., in 6 drawers of metal card cabinet. Office. (10, 11, and 12)

1088. INDEX TO REGISTRATION, May 30, 1934 to date. Form NRS 3, index to registration, showing name of applicant, address, place of birth, age, occupational classification, and file number. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft. 8 in., in 3 drawers of wooden filing case. Office. (16)

1089. GENERAL FILE, Dec. 1933 to date. Bills, requisitions, clearance procedure, general correspondence, labor disputes, library service, occupational information, social security of personnel, statistics, unemployment insurance, and veteran's WPA and PWA projects. Filed chronologically. (Daily, official.)

10 x 12 folders, 1 ft. 2 in., in drawer of metal filing case. Office. (8)

1090. CERTIFICATION SLIPS, July 1, 1936 - Aug. 31, 1936. Assignment slips from Resettlement Administration transferring employees to land adjustment projects, showing name and address of employee, and name of project to which assigned. (Never.) 5 x 8 and 8½ x 10¼ loose sheets, 1½ in., in drawer of metal filing case. Office. (13)

1091. CERTIFICATION OF ELIGIBILITY, Aug. 9, 1935 to date. Form TERA 600, certification by public relief agencies of applicants' eligibility to fill positions on WPA projects. Filed by case number. (Daily, official.) 5 x 8 loose sheets, 5 in., in drawer of metal filing case. Office. (15)

1092. ASSIGNMENTS, Aug. 22, 1935 to date. Form USES 325, record of assignment to WPA projects, showing name, address, age, sex, nativity, date and identification number of worker assigned, name of project assigned to, and signatures of employee, foreman or supervisor, and assigning official. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 11 in., in drawer of metal filing case. Office. (14)

1093. DISTRICT CLEARANCE, Nov. 15, 1934 - Oct. 5, 1936. Form USES 29-B, preliminary notices to applicants; Form USES 296, report of clearance and referral; and Form USES 29-A, transferring of registration cards. Filed alphabetically. (Rarely, official.) 8½ x 11, and 5½ x 8½ folders, 1½ in., in drawer of wooden card cabinet. Office. (19)

1094. EMPLOYERS' ORDER CARDS, Dec. 1933 to date. Form USES 330, record of persons or firms desiring to hire applicants from this office, showing name of employer, type and nature of work, industrial classification and other pertinent facts. Filed alphabetically. (Daily, official.) 3 x 5 and 5 x 8 cards, 13½ in., in wooden box on table and on shelf in cupboard. Office. (20 and 21)

1095. COMPLETED PROJECTS, Oct. 1, 1935 - Dec. 31, 1936. Record of completed WPA and CWA projects, showing name, location, number, and nature of work performed. Filed by name of project. (Never.) 10 x 12 folders, 5 in., in drawer of wooden card cabinet. Office. (17)

1096. STATISTICAL REPORTS AND PAYROLL, July 14, 1934 to date. Forms USES 478 and 700, statistical reports and payroll records of amount of hours worked and pay received by person-

nel. Filed chronologically. (Daily, official.) 8½ x 13¾ loose papers, 3 in., in drawer of metal filing case. Office. (9)

1097. SUMMARY OF DAILY ACTIVITIES, Nov. 1, 1934 to date. Form USES S-103, summary of daily activities, showing number of new applicants, renewals, transfers, total additions, placements, and active applicants. Filed chronologically. (Daily, official.) 8½ x 14 loose sheets, 1½ in., in drawer of wooden filing case. Office. (22)

1098. CORRESPONDENCE FILE, July 1934 - June 30, 1936. Copies of correspondence relative to all activities of this office. Filed by subject. (Never.) 10 x 12 loose sheets, 6 in., in drawer of wooden cabinet. Office. (18)

PENN YAN

YATES COUNTY OFFICE
Arcade Building, 148 Main Street.

This office was established in December, 1932. No records have been lost or destroyed. No papers are considered useless. Reports are sent to Washington.

1099. GENERAL FILE, 1932 - 1935. Record of registrations; applications for reassignment; requisitions; certifications of eligibility; payroll records; and time cards. Filed alphabetically by subject. (Daily, official.) Variously sized bundles, 10 ft., 7 in., in drawers of steel filing case. R. 7. (12)

1100. CORRESPONDENCE, 1932 to date. Correspondence with state supervisor and assistant regional director, relative to this office's activities; also letters from applicants requesting employment. Filed alphabetically. (Daily, official.) Variously sized folders, 10 in., in drawer of steel filing case. R. 7. (13)

PLATTSBURG

CLINTON COUNTY OFFICE
City Hall

This office was established in August 1933. No records have been destroyed or lost. Useless papers are filed pending instructions as to their disposition. No records are sent to Washington. Certain reports are sent to New York City headquarters. Before moving to its present location in October, 1934, this office was

in County Clerk's Building, from August, 1933 to December, 1933, in County Court House, from December 1933 to March 1933; in County Clerk's Building March 1934 to June 1934; and in Plattsburg Fire Station June 1934 to October 1934.

1101. CERTIFICATIONS OF ELIGIBILITY AND RELATED FORMS, 1933 to date. Form FERA 600, certification by public relief agencies that applicants are eligible to fill positions on WPA projects; Form FERA 601, notice of case change; and Form FERA 602, cancellation of certification of eligibility. Filed numerically. (Daily, official.) 6 x 8 loose sheets, 2 ft., in open wood card container. NRS Office. (258)

1102. CORRESPONDENCE, 1933 to date. Correspondence with headquarters statistical supervisor, resident representative, Essex County manager, WPA district manager, supervisor of personnel, State Director, acting regional director, Associate State Director, district superintendent of placement and unemployment insurance, and others, relative to general activity of office. Filed chronologically. (Daily, official.) 9 x 12 folders, 11 in., in drawer of steel filing case. NRS Office. (255)

1103. REGISTRATION CARDS, Aug. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for all types of applicants, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 6 x 8 loose cards, 13 ft. 6 in., in open wooden card container. NRS Office. (257)

1104. INDEX TO REGISTRATION, Aug. 1, 1933 to date. Form USES 321, index to registration, showing name of registrant, address, telephone, occupational classification numbers, and perpetual inventory number. Filed alphabetically. (Daily, official.) 3 x 5 cards, 7 ft. 2 in., in open wood card container. NRS Office. (250)

1105. APPLICANTS' IDENTIFICATION CARDS, Aug. 1, 1933 to date. Form USES 350, applicant's identification cards, showing date, name, address, age, weight, height, occupation, identification number, and classification. Filed numerically. (Daily, official.) 3 x 5 loose cards, 3 ft., 4 in., in open wooden card containers. NRS Office. (254)

1106. PLACEMENTS, Jan. 1, 1935 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; Form WPA 403, termination of employment; and Form WPA 404, reclassification slips. Filed numerically. (Daily, official.) 3 x 6 loose slips, 3 ft., in open wooden card containers. NRS Office. (252)

1107. PROJECT REQUISITIONS AND ASSIGNMENTS, Jan. 1, 1936 to date. Requisitions and assignments, showing project number and number of workers desired, description of project, occupational titles of workers, name and address of worker assigned, age, height, weight, sex, race, nationality, dates, and assignment slip number. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. NRS Office. (251)

1108. STATISTICAL REPORTS, May 1, 1936 to date. Form USES 302, weekly statistical reports, showing total number of old and new applications, renewals, transfers, number of private and public placements, number of applications cancelled, balance of active applications, number of reinterviews and field visits, and comments. Filed numerically. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. NRS Office. (253)

1109. EMPLOYMENT AND PLACEMENT RECORDS, Aug. 1933 to date. Form NYSES 316, record of employers requesting help, showing name and address of firm, date applicant was interviewed, descriptions and duties of employees, number of employees requested for employment, number of working hours, qualifications of those hired, date work began, number of hours worked, duration of job, and amount of wages paid; Form NYSES 541, placement record showing name and address of firm, number of persons interviewed, number of employees hired, name of agent employing help, and date. Filed alphabetically. (Daily, official.) 4 x 6 loose cards, 9 in., in open wooden card container. NRS Office. (256)

PORT HENRY

ESSEX COUNTY OFFICE
Star Theatre Building.

This office was established in April, 1933. It was at first located at Lake Placid, and was removed to Port Henry in April, 1935. No records have been destroyed or lost. Useless papers are filed pending instructions as to their disposal, and none are sent to Washington.

1110. OPENINGS, Aug. 1933 to date. Form USES 316, record of openings which may be filled through this office; also, names of applicants referred to positions. Filed numerically. (Daily, official.) 4 x 6 cards, 8 in., in drawer of wooden card cabinet. Office. (6)

1111. INDEX TO REGISTRATIONS, Aug. 1933 to date. Form USES 321, index to registrations, showing name, address, telephone, occupational classification, and identification numbers of

registrant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 6 ft., in 3 open wooden card containers. Office. (1)

1112. REGISTRATION CARDS, Aug. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed numerically. (Daily, official.) 6 x 8 cards, 13 ft. 6 in., in 3 pasteboard containers. Office. (2)

1113. CORRESPONDENCE, Dec. 1935 to date. Correspondence with County Welfare Commissioner, district manager, WPA county manager, and district office of NYA, relative to payrolls, placements, reports, statistical reports, and requisitions. Filed by subject matter. (Daily, official.) 9 x 12 folders, 4 ft. 1 in., in drawer of filing case. Office. (3)

1114. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, Aug. 1935 to date. Form FERA 600, certification by public relief agencies that applicant is eligible to fill any position on WPA projects, and Form FERA 602, cancellation of certification of eligibility. Filed alphabetically. (Daily, official.) 6 x 8 cards, 2 ft., in wooden card container. Office. (4)

1115. PLACEMENTS, Aug. 1935 to date. Forms USES 325, assignment slip; Form WPA 402, reassignment slip; Form WPA 403, termination of employment; and Form WPA 404, reclassification slip. Filed alphabetically. (Daily, official.) 4 x 6 cards, 5 ft. 3 in., in drawer of wooden card cabinet. Office. (5)

1116. DAILY STATISTICAL REPORTS, July 1936 to date. Form NYS 300, daily summaries of activities of this office and daily report of applications; Form USES 301, report of placements; and Form USES 302, summary of activities, showing additions to number of active applications, subtractions, and balance therefrom, number of reinterviews, referrals, and field visits. Filed numerically. (Daily, official.) 9 x 12 folders, 7 in., in drawer of steel filing case. Office. (7)

POUGHKEEPSIE

DUTCHESS COUNTY OFFICE
County Court House, Market Street.

This office was established in September, 1933. No records have been destroyed or lost. Statistical reports are destroyed after six months. No records are sent to Washington. Few records prior to 1935 can be found, and it is believed that they have been destroyed. This office has occupied no other building since its inception.

1117. REGISTRATION CARDS, Sept. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards of applicants, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 5 x 8 cards, 26 ft., in 6 drawers of steel filing cases and 7 wooden filing trays on top of desk. R. 17. (94)

1118. ASSIGNMENT SLIPS, Sept. 1935 to date. Form USES 325, assignment slips. (Frequently, official.) 4 x 6 loose sheets, 5 ft., in 3 drawers of steel filing case. R. 17. (98)

1119. CANCELLATION OF ELIGIBILITY, Jan. 1935 to date. Form FERA 602, cancellation of eligibility. (Frequently, official.) 5 x 8 loose sheets, 3 ft., in 2 drawers of steel filing case. R. 17. (96)

1120. NOTICE OF CASE CHANGE, Sept. 1935 to date. Form FERA 601, notice of case change. (Frequently, official.) 4 x 6 loose sheets, 2 ft., in box on steel cabinet. R. 17. (97)

1121. CORRESPONDENCE, Jan. 1935 to date. Correspondence with WPA office, NRS Headquarters in Syracuse, contractors, subcontractors, and individual field workers, relative to employment. (Daily, official.) 10 x 12 folders, 7 ft., in 4 drawers of wooden filing case. R. 17. (95)

SALAMANCA

CATTARAUGUS COUNTY OFFICE
Post Office Building
25 Chestnut Street

This office was established on Sept. 9, 1933. No records have been lost or destroyed. Statistical reports prior to June, 1934 have been destroyed upon request by the proper authority. No papers are considered useless. Prior to Nov. 12, 1933 this office was located at City Hall.

1122. REGISTRATION CARDS, Sept. 9, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for all types of applicants, showing name, age, sex, nativity, qualifications, previous employment, amount of earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 4 x 6 cards, 12 ft., in drawers of steel filing case. 2d floor, NE. corner. (1)

1123. OPENINGS, Sept. 9, 1933 to date. Form USES 316, record of openings for positions that may be filled through this office, and names of applicants referred. Filed alphabetically. (Daily, official.) 4 x 6 cards, 2 ft., in drawers of steel filing case. 2d floor, NE. corner. (4)

1124. PLACEMENT, TERMINATION OF EMPLOYMENT AND RECLASSIFICATIONS, Sept. 9, 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; Form WPA 403, termination of employment, and notice in change of work status; and Form WPA 404, reclassification slips. Filed alphabetically by name of project. (Frequently, official.) 4 x 6 loose sheets, 2 ft., in drawers of steel file cabinet. 2d floor, NE. corner. (2)

1125. CERTIFICATION OF ELIGIBILITY, Sept. 9, 1933 to date. Form FERA 600, certification by public relief agencies, that applicant is eligible to fill vacancy on WPA projects. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 3 ft., in drawers of steel filing case. 2d floor, NE. corner. (5)

1126. DAILY STATISTICAL REPORTS, June 1934 to date. Form NYS 300, daily report of activities of this office; daily report of applications; Form USES 301, report of placements; Form USES 302, summary of activities and report of additional applications, subtractions, balance, number of interviews, referrals, and field visits. Filed alphabetically. (Frequently, official.) 9 x 12 folders and 4 x 6 cards, 2 ft., in drawers of steel filing case. 2d floor, NE. corner. (6)

1127. GENERAL CORRESPONDENCE, Sept. 9, 1933 to date. Correspondence with District Manager, employers, applicants, public officials, welfare organizations, branch offices, and NRS offices. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 3 ft., in drawers of steel cabinet. 2d floor, NE. corner. (3)

SARANAC LAKE

FRANKLIN COUNTY OFFICE
United States Post Office Bldg.

This office was established in August 1933. No records have been destroyed by accident or lost. Useless papers are filed pending instructions as to their disposition. No records are sent to Washington. Prior to January 1936, this office occupied a room in the Town Hall.

1128. INDEX TO REGISTRATIONS, Aug. 1933 to date. Form USES 321, index to registrations, showing name, address, occupational classification, and identification numbers of each registrant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft. 2 in., in 2 open wooden card containers. Office. (8)

1129. OPENINGS, Aug. 1933 to date. Form USES 316, record of openings for positions that may be filled through this office; and names of applicants referred; also Form DOE 3, record of persons referred to employers, showing name, address, occupation,

and qualifications of applicant, date of registration, and name, address, and requisition number of employer. Filed numerically by requisition number. (Daily, official.) 4 x 6cards, 2 ft. 4 in., in drawer of steel filing case. Office. (4)

1130. PROJECT DATA, WPA, PWA, AND TERA, Aug. 1933 to date. Requisitions for workers; applicants referred to WPA projects; and correspondence relative to various projects. Filed chronologically. (Daily, official.) 8 x 10½ folders, 5 in., in drawer of steel filing case. Office. (3)

1131. REGISTRATION CARDS, ACTIVE AND INACTIVE, Aug. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506. Registration cards for each type of applicant, showing name age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed numerically by number of town. (Daily, official.) 5 x 8 cards, 3 ft., in open wooden card container. Office. (7)

1132. GENERAL CORRESPONDENCE, Aug. 1933 to date. Correspondence with WPA Headquarters, Washington; welfare officials in NRS offices in Washington, Warren, Ulster, and Thompkins counties; and with State Health Dept. and Saranac Lake welfare office; also applications and reassignment notices from Glens Falls office, Orange and SaintLawrence counties, and Syracuse office of NYA; and applications and correspondence relative to projects. Filed chronologically. (Daily, official.) 8 x 10½ envelopes, 8 in., in drawer of steel filing case. Office. (1)

1133. HEADQUARTERS CORRESPONDENCE, Aug. 1934 to date. Correspondence with state director of Reemployment in New York City, district director in Albany, and various county managers in District 1; also payroll sheets, inventories of supply blanks, statements of telephone calls, expense vouchers for travel, and telephone toll call sheets. Filed chronologically. (Daily, official.) 8 x 10½ folders, 11 in., in drawer of steel filing case. Office. (2)

1134. CERTIFICATION OF ELIGIBILITY, Aug. 1935 to date. Form FERA 600, certification of applicant's eligibility to fill positions on WPA projects, showing name, address, case and relief district numbers, and marital status of applicant, names of dependents, and date of certification. Filed alphabetically and numerically by number of town. (Daily, official.) 6 x 8 cards, 2 ft., in open wooden card container. Office. (6)

1135. PLACEMENTS, Aug. 1935 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; Form WPA 403, termination of employment; and Form WPA 404, reclassification slips. Filed alphabetically. (Daily, official.) 4 x 6 loose slips, 2 in., in drawer of wooden card cabinet. Office. (5)

SARATOGA SPRINGS

SARATOGA COUNTY OFFICE
Saratoga Springs Industry Incorporated
31 Woodlawn Avenue.

This office was established in August 1933. No records have been lost. Useless papers are destroyed, by authority. All reports are sent to the State Office of the National Reemployment Service, 342 Madison Avenue, New York City. This agency occupied offices in the County Court House, Ballston Spa, N.Y. from August, 1933 to March 1934.

1136. REGISTRATION CARDS, Jan. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards, showing name of applicant, age, sex, nativity, place of birth, qualifications, and physical defects, if any. Filed alphabetically. (Daily, official.) 5 x 8 cards, 7 ft. 3½ in., in 3 wooden boxes and drawers of steel filing case. Office. (92, 93, 94, 95, and 96.)

1137. INDEX TO REGISTRATION, Aug. 1933 to date. Form USES 321, showing name of applicant, address, occupational classification, and telephone number. (Daily, official.) 4½ x 6 and 3 x 5 cards, 9 ft. 6 in., in drawers of wooden card cabinet. Office. (85)

1138. OPENINGS, Aug. 1933 to date. Form USES 316, record of positions that may be filled through this office, and names of applicants referred to position. (Daily, official.) 4 x 6 cards, 1 in., in pasteboard box. Office. (80)

1139. REQUISITIONS, Sept. 1933 - May 30, 1936. Form WPA 401, showing name of requisitioning agency, and type and number of employees required. Form WPA 114, applicants referred to projects, Form WPA 1116, projects approved, Form 7-A, daily report, Form CWA 12, requisition for workers, Form CWA B-3, requisition for workers, and Form MR-3, summary of total N.Y. State and NRS activities. Filed alphabetically. (Daily, official.) 9½ x 11¾ folders, 1 ft. 8 in., in drawer of wooden file cabinet. Office. (88)

1140. CERTIFICATION AND CANCELLATION OF ELIGIBILITY, May 1935 - Aug. 24, 1936. Form FERA 600, certifications by relief agencies that applicant is eligible to fill position on WPA projects; also Form FERA 602, cancellation of certification. (Daily, official.) 5 x 8 loose sheets, 2 ft., in 2 wooden boxes. Office. (89 and 91)

1141. CERTIFICATION OF ELIGIBILITY AND OCCUPATIONAL HISTORY, Aug. 1933 - Dec. 31, 1935. Form FERA 600, certification of eligibility and Form FERA 144-A, individual classification record. Filed alphabetically. (Frequently, official.) 5 x 8 loose sheets, 5 in., in pasteboard box. Office. (90)

1142. CLEARANCE AND STATISTICAL FILE, Dec. 9, 1933 - Sept. 15, 1936. Form 293, preliminary notice to applicant, Form NYS 114, list of qualified workers, Form CWA 1-2, requisition for workers, Form USES 302, balance of active applications, Form NYS 300, daily report of applications, Form USES 301, report of placements, Form USES 303, weekly report of activities; also, correspondence concerning clearance procedure; requisitions for workers at U. S. Fur Experiment Station; farm laborers; CWA; requisitions for cantonment building workers; requests for laborers from contractors; U. S. blister rust control; transient camp rosters; shovel operators; and statistical bulletins. Filed alphabetically. (Daily, official.) 9½ x 11¾ folders, 1 ft. 8 in., in drawer of wooden file cabinet. Office. (87)

1143. INTRODUCTORY CARDS, Mar. 28, 1935 - Aug. 20, 1935. Given to applicants when reporting to employer for work, Form WPA 320, showing names of applicant and employer, date, name of project and contractor, and location of work. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 6 in., in cardboard card file. Office. (84)

1144. RETURNED RECEIPT CARDS, June 5, 1934 - Mar. 7, 1935. Cards sent to hotels, banks, manufacturing companies, and employers, seeking their cooperation in employing persons through this agency. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1½ in., in drawer of card cabinet. Office. (83)

1145. VETERANS' MAILING LIST, July 2, 1934 - Oct. 7, 1936. Record of veterans' mail; also bulletins and correspondence sent to veterans' posts and commanders. (Frequently, official.) 3 x 5 cards, ½ in., in pasteboard box. Office. (82)

1146. GENERAL FILE, Aug. 1, 1933 - Sept. 30, 1936. Form 43, claim for expenses, Form USES 478, weekly attendance report, Form TERA 22-3, payroll for personal services, Form 100, order on office stationery, Form 700, semi-monthly time sheet, advertisements for newspaper release, correspondence relating to applicants, NRS committees, lockouts, strikes, traveling expenses, payrolls, office receipts, requisitions for supplies, and special memoranda; also correspondence with New York, Albany County, Johnstown, Jefferson County, City of Mechanicville, Montgomery County, South Glens Falls, Saratoga County, Schenectady Office, Queens County, and Warren County Offices and NYA, TERA, War Department, and WPA. Filed alphabetically. (Daily, official.) 9½ x 11¾ folders, 2 ft., in drawer of wooden file cabinet. Office. (86)

SCHENECTADY

SCHENECTADY COUNTY OFFICE
116 Erie Boulevard

This office was established on August 21, 1933. It is the District Headquarters for the East Central New York. None of its records have been destroyed or lost. A few papers of no real value have been destroyed. No records are forwarded to Washington. Prior to January 15, 1936, this office previously occupied the Schenectady County Court House.

1147. REGISTRATION CARDS, Jan. 21, 1936 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards, showing name and address of applicant, place of birth, age, sex, nativity, previous employment, amount of earnings, physical defects, if any, and remarks. Filed numerically by code number. (Daily, official.) 5 x 8¼ cards, 25 ft., in open wooden tray. R. 7. (233)

1148. REGISTRATION CARD INDEX, Aug. 1933 to date. Form USES 321, showing name, address, and telephone number and occupational classification number of applicant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 22 ft. 6 in., in open wooden tray. R. 7. (234)

1149. OPENINGS, Oct. 1933 to date. Form USES 316, records of open positions that may be filled through this office, and names of applicants referred to position. Filed alphabetically. (Daily, official.) 4 x 6 cards, 1 ft. 4 in., in drawer of wooden card cabinet. R. 7. (223)

1150. REQUISITIONS, Sept. 18, 1935 to date. Form WPA 401, requisitions from WPA projects, showing name of requisitioning agency, and type and number of employees required; Form USES 114, applicants referred to WPA projects; and Form USES 371, notification of referral of non-relief workers. Filed numerically by requisition number. (Daily, official.) 9 x 11 folders, 1 ft. 2 in., in wooden drawer. R. 7. (227)

1151. CERTIFICATION OF ELIGIBILITY AND RELATED FORMS, Aug. 1935 - Aug. 1936. Form FERA 600, certification of eligibility by public relief agencies certifying applicants for vacant positions on WPA projects; Form FERA 601, notice of case change; Form FERA 602, cancellation of certification of eligibility, and Form FERA 144A individual occupational classification card. Filed numerically by case number. (Daily, official.) 5 x 8 loose sheets, 8 ft., in 9 drawers of steel filing cases. R. 7. (224, 225)

1152. PLACEMENTS AND TERMINATION OF EMPLOYMENT, Sept. 21, 1935 to date. Form USES 325, assignment slip; Form WPA 402, reassignment slips, Form WPA 403, termination of employment and notice of change in work status. (Daily, official.) 4 x 6 loose slips, 5 ft. 4 in., in 4 drawers of wooden filing case. R. 7. (226, 230)

1153. CLEARANCE ORDERS, June 29, 1934 to date. Form USES 25, orders sent to other NRS offices to obtain workers with special qualifications not found among registrants at this office. Filed chronologically. (Frequently, official.) 8½ x 11 loose-leaf books, 2 in., on wooden desk. R. 7. (231)

1154. APPLICANTS' IDENTIFICATION CARDS, Sept. 21, 1935 to date. Form USES 350, identification cards, giving name of person assigned to WPA projects, identification number, address, name and number of project, classification of employee, registration date, case number, and physical description. Filed by case number. (Daily, official.) 3 x 5 cards, 4 ft., in 2 drawers of wooden cabinet. R. 7. (229)

1155. STATISTICAL REPORTS, Mar. 1936 to date. Form NYS 300, daily summary of office activities and applications; USES 301, report of placements; Form USES 302, summary of activities showing additions, subtractions, and balance of active applications, number of re-interviews, referrals, and field visits; also Form USES 101A, interviewers' daily tally sheets. Filed chronologically. (Daily, official.) 8½ x 11 loose-leaf books, 10½ in., on wooden desk. R. 7. (232, 235)

1156. CORRESPONDENCE, SCHENECTADY COUNTY, Aug. 1933 to date. Correspondence and reports on all phases of activity of this office, also reports sent to associate state director in New York City. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 7. (228)

1157. CORRESPONDENCE AND RECORDS, DISTRICT HEADQUARTERS, Feb. 1936 to date. Correspondence and records relative to eleven subordinate county offices. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 3 ft., in 2 drawers of metal filing case. R. 10. (222)

SCHOHARIE

SCHOHARIE COUNTY OFFICE
Schoharie County Building.

This office was established in 1933. Prior to its present location, it occupied offices in the County Clerk's building. No records have been lost. Useless papers are destroyed by authority. No records have been sent to Washington.

1158. REGISTRATION CARDS, Aug. 1933 to date. Forms NYSES 501, 502, 503, 504, 505 and 506, registration records of each applicant, showing name, age, sex, nativity, place of birth, previous employment, qualifications, earnings, and physical defects, if any. Filed numerically by code number and alphabetically by applicant's name. (Daily, official.) 5 x 8 cards, 5 ft., in 5 drawers of steel filing cabinets. Office. (5)

1159. INDEX TO REGISTRATION CARDS, Aug. 1933 to date. Index to registration cards, showing name of applicant, address, telephone number, and occupational classification. Filed alphabetically by applicant's name. (Daily, official.) 3 x 5 cards, 2 ft. 2 in., in 2 open top card cabinets. Office. (7)

1160. PLACEMENTS, Sept. 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; and Form WPA 403, termination of employment and notice of change in work status. Filed numerically by slip numbers. (Daily, official.) 4 x 6 loose sheets, 2 ft. 1 in., in drawers of metal filing case. Office. (4)

1161. CERTIFICATION OF ELIGIBILITY, Aug. 1934 to date. Form FERA 600, certification by public relief agencies that applicant is eligible to fill positions on WPA projects; Form FERA 601, notice of case change; Form FERA 602, cancellation of certification; and Form FERA 144A, individual occupational classification record. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 1 ft. 2 in., in 2 drawers of steel card cabinet. Office. (1)

1162. OPENINGS, 1933 to date. Form USES 316, openings for positions that may be filled through this office showing data concerning position to be filled; and names of applicants referred to position. Filed alphabetically by employer's name. (Daily, official.) 4 x 6 loose cards, 1 ft. 3 in., in drawer of steel card cabinet. Office. (2)

1163. DAILY AND WEEKLY STATISTICAL REPORTS, Aug. 1933 to date. Form NYS 300, daily report of applications, Form USES 301, report of placements, and Form USES 302, summary of activities, showing number of active applications, subtractions therefrom, balance remaining, number of re-interviews, referrals, and field visits. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in 2 transfer cases in steel cabinet. Office. (3)

1164. CORRESPONDENCE, Aug. 1933 to date. Correspondence with State Headquarters in New York City, district manager, WPA offices, other NRS offices, relief agencies, and individuals, relative to payrolls, bulletins, compensation, injuries, personnel data, occupational census, clearance, expenses, strikes, publicity, and unemployment insurance. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in 5 transfer cases on wooden shelf. Office. (6)

SENECA FALLS

SENECA COUNTY OFFICE
United States Post Office, 34 State Street

This office was established in November, 1935. No records have been lost or destroyed. All papers are considered useful, and none have been sent to Washington.

1165. APPLICATION FOR EMPLOYMENT, Nov. 1935 to date. Forms NRS 501, 502, 503, 504, 505, and 506, registration cards for all types of applicants, showing name, age, sex, nativity, place of birth, previous employment, qualifications and physical defects, if any. Filed numerically by code number. (Daily, official.) 5 x 8 cards, 6 ft., in 6 drawers of steel filing cases. R. 101. (1, 2 and 3)

1166. CERTIFICATION OF ELIGIBILITY, Nov. 1935 to date. Form FERA 600, certifying that applicants are eligible to fill positions on WPA projects. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of steel filing case. R. 101. (4)

1167. CORRESPONDENCE FILE, Nov. 1935 to date. Correspondence with Regional Headquarters, relief agencies, and others, pertaining to activities of office. Filed alphabetically. (Daily, official.) 9 x 11 folders, 3 ft., in 2 drawers of steel filing case. R. 101. (5)

1168. KEY FILE, Nov. 1935 to date. Information relative to each registrant, listing names and numbers. Filed alphabetically. (Daily, official.) 3 x 6 cards, 3 ft., in drawers of card cabinet. R. 101. (6)

TROY

RENSSELAER COUNTY OFFICE
Keenan Building, 252-258 Broadway.

This office was established on September 7, 1933. No records have been lost. Useless papers are destroyed by the authority of the associate state director after a period of two years. Statistical records are sent to Headquarters at New York City. Before moving to its present location on May 1, 1935, this office was in the City Hall, from September 7, 1933 to December 26, 1933, and in the Hall Rand Building, Congress and Third Streets, until May 1, 1935.

1169. INDEX TO OPENINGS, Dec. 30, 1933 to date. Form USES 321, index to openings. Filed alphabetically. (Daily, official.) 3 x 5 cards, 7½ in., in drawer of metal filing cabinet. R. 215. (66)

1170. INDEX TO REGISTRATIONS, Sept. 1933 to date. Form USES 321, index to registration, showing name, address, occupational classification, and identification number of each applicant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 11 ft. 11¾ in., in 11 drawers of wooden filing cases and 4 drawers of metal cabinets. R. 216. (59)

1171. GENERAL CORRESPONDENCE, Sept. 1933 to date. Miscellaneous correspondence; numbered bulletins; general memoranda; civil service lists; expense reports; clearance orders; newspaper releases; and weekly attendance reports; also correspondence with associate state director at New York City and with Regional supervisor at Albany, relative to official conduct of business and number of employees needed by employers. Filed alphabetically by subject. (Daily, official.) 9½ x 12 folders, 3 ft. 10 in., in 3 drawers of metal filing cases. R. 214. (70)

1172. REGISTRATION CARDS, Sept. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed chronologically by name of town. (Daily, official.) 5 x 8 cards, 21 ft. 10 in., in drawers of metal filing cases. R. 216. (63)

1173. CERTIFICATION OF ELIGIBILITY, July 1935 to date. Form FERA 600, certification by public relief agencies that applicants are eligible to fill positions on WPA projects; Form FERA 601, notice of case change; and FERA 602, cancellation of certification of eligibility. Filed numerically by case number. (Frequently, official.) 5 x 8 loose slips, 3 ft. 1 in., in 2 drawers of metal filing case and wooden file box. Papers torn. Rs.215 and 216. (69)

1174. PLACEMENTS, Sept. 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; Form WPA 403, termination of employment and change in work status; and Form WPA 404, reclassification slips. Filed numerically by assignment number. (Daily, official.) 4 x 6 loose sheets, 6 ft. 8 in., in 6 drawers of metal filing cases. Papers damaged, brittle, dirty, and torn. Rs.215 and 216. (65)

1175. REQUISITIONS, Sept. 1935 to date. Office Form 114 and Form WPA 401, requisition for labor from WPA contractors in Rensselaer County. Filed alphabetically by name of contractor. (Daily, official.) 9½ x 12 folders, 2 ft. 2 in., in 2 drawers of metal filing case. R. 214. (61)

1176. FIELD VISIT CARDS, Oct. 1935 to date. Form 541, record of periodic visits to employers in order to determine possibility of filling openings for employment. Filed numerically by case number. (Frequently, official.) 4 x 6 cards, 7½ in., in drawer of metal filing case. R. 215. (62)

1177. OPENINGS, Dec. 30, 1935 to date. Form USES 316, record of openings for positions that may be filled through this office, showing data concerning position to be filled, and names of applicants referred. Filed numerically by case number. (Daily, official.) 4 x 6 cards, 1 ft., 9½ in., in 2 drawers of metal filing case. R. 215. (60)

1178. STATISTICAL REPORTS, Jan. 1, 1936 to date. Form NYS 300, daily summaries of activities of this office and report of applications; Form USES 301, report of placements; Form USES 302, summary of activities, showing additions, subtractions, balance, and number of re-interviews, referrals and field visits. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 ft. ½ in., in pasteboard box on floor. R. 215. (64)

1179. GENERAL FILE, Mar. 1936 to date. General correspondence with sub-offices in district, except Rensselaer County; circular letters; statistical reports, showing number of workers employed and placed; and number of applications, cancellations, and field visits; also project reports, showing complete data on all WPA projects within district, listing number of workers, rate of pay, and number of hours employed; and monthly inventories, showing amount of stationery, forms, and office supplies on hand at each sub-office. Filed alphabetically by name of agency. (Daily, official.) 9½ x 12 folders, 1 ft., in drawer of metal filing case. R. 214. (67)

1180. REINTERVIEW PROGRAM PROGRESS REPORT, Oct. 15, 1936 to date. Weekly report of reinterview survey of all applicants, showing address of office, period, portion of survey completed, portion of schedule, time lapsed, number of interviews, changes in classification number, percentage of certified persons working, number of certified persons waiting assignments, and remarks. Filed chronologically. (Frequently, official.) 9 x 12 folders, 1 in., in drawer of metal filing case. R. 215. (68)

WARSAW

WYOMING COUNTY OFFICE
Humphrey Block, 23 West Buffalo Street.

This office was established June 6, 1933. Statistical records and correspondence dating from June 6, 1933 to December 31, 1934 have been destroyed by authority of the State reemployment director at New York City. No records are sent to Washington. From November 19, to December 20, 1933, this office was located in the Farmer Theatre Building. From December 20, 1933, to April,

1934, it occupied the Electric Building, and from April, 1934 to June, 1935, it was in the Oatka Building.

1181. PLACEMENTS AND RECLASSIFICATIONS, June 6, 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; and Form WPA 404, reclassification slips. Filed alphabetically. (Daily, official.) 4 x 6 loose slips, 2 ft., in drawer of card cabinet. 2d floor, N. corner. (21)

1182. STATISTICAL REPORTS, Jan. 1, 1935 to date. Form NYS 300, daily summary of office activities and applications, Form USES 301, report of placements, and Form USES 302, summary of activities, showing additions, subtractions, balance of active applications, and numbers of reinterviews, referrals, and field visits. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 ft., in drawers of steel filing case. 2d floor, N. corner. (20)

1183. REGISTRATION CARDS, June 1, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 4 x 6 cards, 6 ft., in drawers of card cabinet. 2d floor, N. corner. (22)

1184. GENERAL FILE, June 6, 1933 to date. Correspondence with associate state director at Lockport, district manager at Auburn, and local employers; list of active projects; progress reports; and requisitions for workers. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 ft., in drawers of steel filing case. 2d floor, N. corner. (23)

1185. GENERAL FILE, June 6, 1933 to date. Data on approved WPA projects; highway procedure; perpetual inventory; confidential correspondence; and instructions. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft., in drawers of desk. 2d floor, NE. corner. (24)

WATERTOWN

JEFFERSON COUNTY OFFICE
United States Post Office and Federal Building
163 Arsenal Street.

This office was established on September 25, 1933. No records have been lost. Statistical records are destroyed at the end of six months. No records are sent to Washington. Certain records are sent to the National Reemployment Service, State Office, 124 E. 28th Street, New York City. This office was located in the Jefferson County Court House from September 25, 1933 to December 15, 1933.

1186. REGISTRATION CARDS, Sept. 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed chronologically. (Daily, official.) 5 x 8 cards, 14 ft., in 3 wooden drawers and 16 metal drawers on table, and in drawers of wooden card cabinet. R. 305. (36, 37, 38, 39, 41, 43, 44, and 45)

1187. INDEX TO REGISTRATION CARDS, Sept. 1933 to date. Index to registration cards, showing name, address, telephone number, and occupational classification of applicant. Filed chronologically by town. (Daily, official.) 3 x 5 cards, 11 ft. 3 in., in 2 drawers of steel filing case, 2 open wooden card cabinets and one open drawer on table. R. 305. (35 and 42)

1188. CERTIFICATION OF ELIGIBILITY AND NOTICE OF CASE CHANGE, Aug. 1, 1935 - Nov. 1935. Form FERA 600, certification by public relief agencies that applicant is eligible to fill positions on WPA projects; also notice of case change showing names of employable males receiving home relief but eligible for WPA. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, in drawer of wooden filing case. R. 307. (31)

1189. CERTIFICATION OF ELIGIBILITY AND NOTICE OF CASE CHANGE, Aug. 1, 1935 to date. Form FERA 600, certification by public relief agencies that applicants are eligible to fill positions on WPA projects; also notice of case change. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets, 3 ft. 5 in., in drawers of wooden and steel filing cases and open wooden cabinet on table. R. 305. (30, 32, 34, and 40)

1190. REQUISITIONS, Nov. 1, 1935 to date. Form WPA 401, requisitions from WPA projects, showing name of requisitioning agency, and type and number of employees required. Filed by names of towns. (Daily, official.) 9 x 11 loose sheets, 8 in., in drawer of steel filing case. R. 307. (49)

1191. ASSIGNMENT SLIPS, Nov. 1, 1935 to date. Form USES 325, assignments to WPA projects. Filed numerically by assignment number. (Daily, official.) 4 x 6 loose sheets, 3 ft., in open wooden card cases on filing cabinet. R. 305. (46)

1192. POST CARDS, Aug. 1, 1934 to date. Form NRS 512A, cards mailed to relief cases to determine if they are still seeking employment. Filed alphabetically. (Never.) 3 x 5 cards, 5 in., in wooden filing case. R. 305. (33)

1193. COMPLETED PROJECTS, PWA, Nov. 1935 to date. Record of completed PWA projects in Jefferson County, exclusive of City of Watertown, showing workers assigned to each project, additional labor, class of labor, and costs. Filed by project number. (Daily, official.) 10 x 13 envelopes, 1 ft. 4 in., in drawers of steel filing case. R. 307. (47)

1194. DAILY STATISTICAL REPORTS, Jan. 1935 to date. Form NYS 300, daily summaries of activities of office and applications; Form USES 301, report of replacement, Form USES 302, summary of activity, showing additions, subtractions, and balance, and number of interviews, referrals, and field visits. Filed chronologically. (Daily, official.) 8½ x 11 loose sheets, 1 ft. 6 in., in drawer of steel filing case. R. 307. (50)

1195. CORRESPONDENCE, Nov. 1933 to date. Correspondence relative to all business transacted by this office with Jefferson County projects and State Headquarters, in New York City. Filed alphabetically. (Daily, official.) 6 x 8 and 6 x 10 loose sheets, 2 ft., in 3 drawers of steel filing case. R. 307. (48)

WELLSVILLE

ALLEGHANY COUNTY OFFICE
Post Office Building, 40 East Pearl Street.

This office was established August 14, 1933. No records have been destroyed or lost, none are considered useless, and none are sent to Washington. Some reports are sent to the National Reemployment Service, 342 Madison Avenue, New York City. Before moving to its present location, this office was in the Citizens' National Bank Building, from August 14, 1933 to November 13, 1933.

1196. REGISTRATION CARDS, Aug. 14, 1933 to date. Forms NYSES 501, 502, 503, 504, 505 and 506, registration cards for all types of applicants, showing name, age, sex, nativity, previous employment, earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 5 x 8 cards, 13 ft. 2 in., in 7 drawers of steel filing case. R. 203. (17, 18, 24 and 25)

1197. INDEX TO REGISTRATIONS, Aug. 14, 1933 to date. Index to registrations, showing name, address, occupational and secondary classifications, and telephone number of applicant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 6 ft. 2 in., in 3 drawers of metal card cabinet and in cardboard box. R. 203. (21 and 22)

1198. CERTIFICATION OF ELIGIBILITY AND RELATED RECORDS, Oct. 1935 to date. Form FERA 600, certification by public relief agencies that applicants are eligible to fill positions on WPA projects; also individual occupational classification and private employment record. Filed chronologically. (Daily, official.) 5 x 8 cards, 2 ft., in 2 cardboard boxes. R. 203. (19)

1199. PLACEMENTS AND RELATED FORMS, Oct. 1, 1933 to date. Form USES 325, assignment slips; Form WPA 402, reassignment slips; Form WPA 403, termination of employment and notice of change of work status; and Form WPA 404, reclassification slips. Filed alphabetically. (Frequently, official.) 4 x 6 bundles, 2 ft., in 2 cardboard boxes. R. 203. (23)

1200. CORRESPONDENCE, Aug. 14, 1933 to date. Correspondence with heads of various departments and local managers in reference to work projects, showing registration, and miscellaneous subjects. Filed alphabetically. (Frequently, official.) 9 x 12 folders, 2 ft., in drawers of steel filing case. R. 203. (20)

WHITE PLAINS

WESTCHESTER COUNTY OFFICE
Westchester County Court House
45 Grand Street.

This office was established on September 7, 1933. Prior to April 1, 1936, copies of "Statistical Reports" were destroyed at the end of six months. Since that date no papers have been considered useless. No records have been sent to Washington. Before moving to its present location, this office was located in the County Office Building from September 7, 1933, to November, 1933, and in the old Court Street School up to November 1934.

1201. REGISTRATION CARDS, Sept. 7, 1933 to date. Forms NYSES 501, 502, 503, 504, 505, and 506, registration cards for each type of applicant, showing name, age, sex, nationality, qualifications, previous employment, earnings, and physical defects, if any. Filed alphabetically. (Daily, official.) 5 x 8 cards, 54 ft. 2 in., in drawers of 3 wooden card files and cardboard file. General Operation Office. (108, 117)

1202. INDEX TO REGISTRATION CARDS, Sept. 7, 1933 to date. Form USES 321, index to registrations, showing name, address, occupational classification, and telephone number of applicant. Filed alphabetically. (Daily, official.) 3 x 5 cards, 32 ft. 6 in., in drawers of wooden card cabinets. General Operation Office. (107)

1203. REQUISITIONS, COMPLETE AND INCOMPLETE, Dec. 9, 1935 to date. Form WPA 401, requisitions from WPA projects, showing name of requisitioning agency, and type and number of employees required; also obsolete PWA requisitions. Filed alphabetically. (Daily, official.) 9 x 12 folders, 3 ft. 10 in., in 2 drawers of steel filing case. General Operation Office. (120)

1204. REQUISITIONS, COMPLETED, Sept. 26, 1935 to date. Requisitions from WPA projects, showing name of requisitioning agency, and type and number of employees required. Filed by requisition number. (Daily, official.) 9 x 11 3/4 folders, 5 ft. 2 in., in drawers of wooden filing case. Unit Office. (100)

1205. OPENINGS, Sept. 1935 to date. Form USES 316, record of openings for positions that may be filled through this office, showing data concerning position, and names of applicants referred. Filed chronologically. (Daily, official.) 4 x 6 cards, 8½ in., in pasteboard box. General Operation Office. (109)

1206. EMPLOYERS' ORDER CARDS, Mar. 1934 - Sept. 1935. Employers' order cards, showing name, address, and telephone number of emplpyer, qualifications of employees seeking positions, number of hours worked, rate of pay, and notations regarding referrals. Filed alphabetically by name of firm. (Rarely, official.) 4 x 6 cards, 3 ft. 10 in., in 3 wooden trays. General Operation Office. (110)

1207. COMMERCIAL PLACEMENTS, Oct. 15, 1935 to date. Form USES 315, record of commercial openings and placements, showing name, address and telephone number of employer, type and number of openings, and industrial qualifications of employees seeking positions. Filed alphabetically by name of employee. (Daily, official.) 4 x 6 cards, 2½ in., in drawer of wooden desk. General Operation Office. (115)

1208. CERTIFICATION OF ELIGIBILITY AND RELATED RECORDS, June 1935 to date. Form FERA 600, certification by public relief agencies that applicant is eligible to fill position on WPA projects; Form FERA 601, notice of case change; Form FERA 602, cancellation of certification of eligibility; and Form FERA 144 A, individual occupational classification record. Filed numerically by number of town. (Daily, official.) 5 x 8 loose sheets and cards, 12 ft. 2 in., in 6 drawers of steel and 2 drawers of wooden filing cases, and 3 drawers of wooden card cabinet. General Operation Office. (109 and 126)

1209. NOTICE OF PLACEMENT, Oct. 16, 1935 to date. Form USES 340, notice of placement issued when persons on relief are placed through this office, showing date, case number, name of employee, occupation, relief district,number, rate of pay, and date of first pay check. Filed alphabetically by name. (Daily, official.) 4 x 6 loose sheets, 3/4 in., in pasteboard box. General Operation Office. (118)

1210. ASSIGNMENT SLIPS, Aug. 20, 1935 to date. Form USES 325, record of assignments of applicants to WPA projects. Filed numerically. (Daily, official.) 4 x 6 and 5½ x 8½ loose sheets, 8 ft. 5 in., in 6 wooden boxes on table and one cardboard file. General Operation Office. (116 and 111)

1211. INACTIVE CLEARANCE FILE, Jan. 1 - Dec. 31, 1935. List of NRS offices throughout New York State, showing positions that offices were unable to fill. (Rarely, official.) 9 x 11 3/4 folders, 1 ft., 4 in., in drawer of wooden filing case. Unit Office. (98)

1212. CLEARANCE FILE, Jan. 1, 1936 to date. Record of positions open in other NRS offices, including Form USES 29A, transfer of registration cards; Form USES 29B, preliminary notices to applicants, Form USES 29C, report of clearance referral; and Form USES 29D, report of clearance placement. (Daily, official.) 9 x 12 folders, 9 in., in drawer of wooden desk. General Operation Office. (125)

1213. NOTICE CARDS, Sept. 1, 1936 to date. Form USES 512A, cards inquiring whether applicants still wish employment. (Daily, official.) 3 x 5 cards, 11 in., in box on table. General Operation Office. (112)

1214. NOTIFICATIONS TO REGISTER WITH NRS, July 22, 1936 to date. Form SS 13, notification to register with NRS, showing name, date of application, and address of registrant, and signature of interviewer. (Daily, official.) 5 x 8½ loose sheets, 6 in., in drawer of cardboard filing case. General Operation Office. (114)

1215. NOTICE OF FAILURE TO REPORT OR REFUSAL TO ACCEPT WORK, Oct. 28, 1935 to date. Form USES 360, notice of failure to report or refusal to accept work, showing date, address of local relief agency, name of applicant, case number, address, and date of failure to answer call. (Daily, official.) 3 x 5 loose slips, 2 in., in pasteboard box. General Operation Office. (119)

1216. UNION CERTIFICATION, Sept. 1935 to date. List of skilled laborers belonging to unions and qualified to work on PWA projects; also lists of PWA projects and positions filled by this office. (Daily, official.) 9 x 12 folders, 7 in., in cardboard filing box. General Operation Office. (121)

1217. PWA RECORDS, INACTIVE, Oct. 20, 1933 - Sept. 25, 1934. Correspondence pertaining to NRS; Form DL 120, data pertinent to PWA projects, showing type of project, location, estimated cost, labor estimates, and estimated time to complete job. (Rarely, official.) 9 x 11 3/4 folders, 5 in., in drawer of wooden filing case. Unit Office. (99)

1218. WPA CONTRACTS, Sept. 28, 1935 to date. Record of WPA contracts awarded, showing project number, subcontracts, and work involved; list of all WPA projects; and Form NRS M1, record of pertinent information. (Daily, official.) 9 x 11 3/4 folders, 9 in., in drawer of wooden filing case. Unit Office. (97)

1219. IDENTIFICATION BOOKS, Aug. 1, 1935 to date. Identification books, showing number of applicants and employers, date, project number, and name, occupation, and identification number of applicant. (Daily, official.) 6 x 9½ bound vol., 1 3/4 in., on wooden desk. General Operation Office. (122)

1220. GENERAL FILE, INACTIVE, Sept. 7, 1933 - Dec. 31, 1934. Correspondence relative to reemployment; Forms WPA 401, CWA L2, and B3, requisitions; Form NYSES 114, time sheets; Form WPA 14A, daily report; and Forms USES 303A and 303B, daily tally sheet. Filed chronologically. (Rarely, official.) Variously sized cardboard boxes, 26 ft. 6 in., on wooden shelves. Unit Office. (123)

1221. GENERAL FILE, ASSISTANT MANAGER, May 7, 1936 to date. Correspondence with branch offices, concerning corrections in entries on forms. Filed alphabetically by town. (Daily, official.) 9 x 12 folders, 1 ft. 2 in., in cardboard filing case. General Operation Office. (113)

1222. CORRESPONDENCE AND PERSONNEL, Jan. 1, 1934 - Mar. 31, 1936. Correspondence with State Headquarters in New York City, concerning field work of manager, and personnel on vacations, and on leave of absence. Filed chronologically. (Daily, official.) 9 x 11 3/4 folders, 4 ft. 1 in., in 3 drawers of steel filing case. Manager's Office. (103)

1223. CORRESPONDENCE, APPLICANTS AND EMPLOYERS, Jan. 1, 1935 to date. Correspondence with applicants and employers relative to employment and transfers. Filed alphabetically. (Daily, official.) 9 x 11 3/4 folders, 1 ft. 11 in., in drawer of steel filing cabinet. Unit Office. (102)

1224. CORRESPONDENCE, BRANCH OFFICES, Jan. 1, 1936 to date. Correspondence with branch offices throughout county concerning duties of these offices. Filed alphabetically. (Daily, official.) 9 x 11 3/4 folders, 2 ft. 6 in., in drawer of steel filing cabinet. Office. (104)

1225. DAILY STATISTICAL REPORTS, Nov. 1, 1935 to date. Form NYS 300, daily summaries of office activities and applications; Form USES 301, report of placements; and Form USES 302, summary of activities, showing additions, subtractions, and balance of active applications, also numbers of re-interviews, referrals, and field visits. Filed chronologically. (Daily, official.) 9 x 11 3/4 folders, 4 ft. 1 in., in carton file on table, and on desk. Unit Office. (124, 96)

1226. ADMINISTRATION FILE, Jan. 1, 1935 to date. Correspondence and memoranda sent to and from all offices cooperating with NRS. Filed chronologically. (Daily, official.) 9 x 11 3/4 folders, 3 ft. 4 in., in drawer of steel filing cabinet. Unit Office. (101)

1227. PERSONNEL FILE AND OFFICE SUPPLIES INVENTORY, Sept. 1933 to date. Records concerning capability and reliability of employees; also inventory of supplies, showing list of articles and quantity in stock. Filed alphabetically. (Daily, official.) 4½ x 8 cards, 8 in., in drawer of steel desk. Manager's Office. (105)

YONKERS

WESTCHESTER COUNTY BRANCH OFFICE
Post Office Building, Larkin Plaza

This office was established on May 1, 1935. No records have been lost. Inquiry cards are destroyed on receipt of orders from Headquarters. No records are sent to Washington. This agency has occupied no other building since its inception.

1228. REGISTRATION CARDS, May 1, 1935 to date. See entry 101. Filed alphabetically. (Daily, official.) 5 x 8 cards, 33 ft. 2 in., in 7 drawers of steel card cabinets and in 4 wooden boxes on tables. R. 217. (10, 11)

1229. REGISTRANTS INELIGIBLE FOR WPA, May 1, 1935 - Nov. 1936. Form FERA 144A, individual occupational classification record; Form FERA 600, certification of eligibility; and Form FERA 602, cancellation of certification of eligibility, showing persons not on relief rolls prior to November, 1935, and therefore ineligible for work relief. Filed alphabetically. (Daily, official.) 5 x 8 loose sheets and cards, 2 ft. 4 in., in 2 wooden boxes on table. R. 217. (9)

1230. INQUIRY CARDS, May 1, 1935 - Oct. 31, 1936. Cards sent to applicants to determine whether they still desire work; only cards answering in affirmative are preserved. Filed chronologically. (Rarely, official.) 3¼ x 5½ cards, 1 ft. 8 in., in 2 wooden boxes on table. R. 217. (4)

1231. WPA RECORDS, Nov. 11, 1935 to date. Form WPA 401, requisition for workers, and Form WPA 114, applicants referred to WPA projects. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 2 ft. 5 in., in 2 drawers of steel filing case. R. 217. (1)

1232. GENERAL FILE, May 1, 1935 to date. Correspondence; records of long distance telephone calls; payroll lists; transfers; and contractor's time sheets. Filed alphabetically. (Daily, official.) 9 x 11½ folders, 2 ft. 2 in., in drawer of steel filing case. R. 217. (3)

1233. DAILY REPORTS, May 1, 1935 to date. Form S 101, interviewer's daily tally sheet, covering daily business of office, and record of daily routine; and Form USES 301, daily report of placements. Filed chronologically. (Daily, official.) 9 x 11½ folders, 8 in., in drawer of steel filing case. R. 217. (2)

WAGE AND HOUR DIVISION

WAGE AND HOUR DIVISION

NEW YORK

REGIONAL HEADQUARTERS, REGION 2
Parcel Post Building, 349 Ninth Avenue.

This agency was established on November 15, 1938, and has undergone no changes in organization. Prior to moving to its present location, this office occupied premises at the State Building, 80 Center Street, and the Federal Building at 641 Washington Street. No records have been lost or destroyed, and there are no useless papers. Copies of reports are forwarded to Washington regularly.

1234. OPINION FILE, Nov. 1938 to date. Legal opinions in cases of violations of Wage and Hour Act. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 908. (55640)

1235. INSPECTION FILES, Nov. 1938 to date. Form CI 30, inspection report, showing name and address of establishment, nature of business, whether partnership or corporation, number of employees, hours of work, numbers of apprentice and handicapped certificates on file, amount of back wages due, names of officials interviewed, remarks, and names of inspectors and reviewers; Form CL 31A, summary of unpaid wages and employees' acknowledgment of payment, showing name and address of establishment, nature of business, signatures of employees receiving payments, and sections of Wage and Hour Act involved; Form NYF 9, showing name and address of firm, name of product manufactured, name, address, and rate of pay of each employee, and date employed; Form NYF 14, questionnaire for employee interview, showing names and addresses of firm and employee, employment period, salary, busy seasons, slow, regular and busy season working hours, overtime pay, and changes in wage rates and hours since October 23, 1938; Form AD 86, wage computation sheet, showing name, address, and occupation of employee, name and address of employer, number of hours worked, hourly rate of pay, total wages due and paid, underpayment, illegal deductions, and total amount due worker; also Form NYF 12, letter to employees who have filed complaints asking them to report to this office for an interview. Filed alphabetically by name of employer. (Frequently, official.) 9 x 12 folders, 8 ft., in 4 drawers of steel filing case. R. 908. (55639)

1236. LEGAL FILE, Nov. 1938 to date. Form WH 12, subpoena served on employers to appear before Wage and Hour Division; Form WH 13, subpoena Duces Tecum, requesting employer to appear before Wage and Hour Division with necessary books and documents; Form LE 13, order for investigation and designation of officers for taking testimony, showing name of firm, date alleged violation occurred, and names of officers of Wage and Hour Division designated to conduct investigation; civil action complaint on alleged violations of Wage and Hour Act, showing date of alleged violation and signatures of solicitor, assistant solicitor, regional attorney, and attorney assigned to case; and civil action judgment on alleged violations and court action in case, showing signatures of United States District Court Judge and attorney for defendant. Filed alphabetically by name of firm. (Daily, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 908. (55638)

1237. PRESS RELEASES, Nov. 1938 to date. Copies of material distributed to newspapers and magazines for publication, showing release number, date, and facts to be released. Filed numerically by release number. (Rarely, official.) 9 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 908. (55624)

1238. PERSONNEL CARDS, Nov. 1938 to date. Record of employees of this office, showing name, address, salary, grade and title of employee. Filed alphabetically by name of employee. (Frequently, official.) 5 x 8 cards, 1 ft., in pasteboard box on wooden desks. R. 908. (55623)

1239. MASTER ALPHABETIC FILE, Nov. 1938 to date. Data on firms against which complaints have been filed, including Form NYF 45, confidential complaint against establishment, showing nature of complaint, wages paid, working conditions, and other information concerning complaint; Form AD 89, complaint analysis sheet, showing names and addresses of employer and complainant, code letter for type of industry, and whether violation is covered by Wage and Hour Law; Form NYF 4, inquiry form, showing name and address of employer, name, address, and title of inquirer, nature of business, inquiry, reply, and file number; original inquiries and complaints from employees; requests for printed material; opinions on cases written by legal employees of Wage and Hour Division; copies of form letters sent to employers and employees requesting additional information on alleged violations; and correspondence relative to cases. Filed alphabetically by name of firm or employer. Card index. (Daily, official.) 9 x 12 folders, 36 ft., in 18 drawers of steel filing cases. R. 908. (55622)

1240. DAILY INSPECTION REPORTS, Nov. 1938 to date. Daily inspection reports, showing name of inspector, name of office to which assigned, name and address of establishment visited, and cash account of expenses incurred by inspector. Filed alphabetically by name of inspector. (Frequently, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. R. 908. (55619)

1241. CROSS REFERENCE CARDS, Nov. 1938 to date. Index to all cases handled by this office initiated on complaints by employees, showing names and addresses of employees and firm. Filed alphabetically by name of employee. (Frequently, official.) 5 x 8 cards, 1 ft. in pasteboard box. R. 908. (55618)

1242. ADMINISTRATIVE FILE, Nov. 1938 to date. Fiscal reports; invoices; travel vouchers and authorizations; requests for office services; material and equipment forms; statistical reports; time records; and applications for positions. Filed alphabetically by subject. (Daily, official.) 9 x 12 folders, 26 ft., in 13 drawers of steel filing cases. R. 908. (55615)

1243. PENDING INVESTIGATIONS, Dec. 1938 to date. Copies of complaints of pending cases. Filed alphabetically by name of firm complained against. (Frequently, official.) 9 x 12 folders, 16 ft., in 8 drawers of steel filing cases. R. 908. (55628)

1244. CORRESPONDENCE, Dec. 1938 to date. Correspondence with employers and employees, relative to cases in which complaints have been filed, but no inspection has been made. Filed alphabetically by name of employer. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 918. (55635)

1245. ANALYSIS OF INSPECTION, Dec. 1938 to date. Form CL 66, analysis of inspection, showing name and address of firm, file number, name of inspector, dates of inspection, action taken, attitude of employer, type of basis for, and quality of inspection, and comments. Filed by name of inspector and alphabetically by name of firm. (Frequently, official.) 3 x 5 cards, 1 ft. 6 in., in pasteboard box. R. 915. (55634)

1246. RESTITUTION INDEX CARDS, Dec. 1938 to date. Form AD 94, restitution index cards, showing name and address of establishment, name of inspector, date of inspection, number of employees, date of restitution, amount paid, code letters for type of violation, action promised by employer, action taken, and date reviewed. Filed alphabetically by name of employer. (Frequently, official.) 3 x 5 cards, 2 ft., in pasteboard box. R. 917. (55633)

1247. RESTITUTION CASE RECORD, Dec. 1938 to date. Form NYF 18, restitution case record, showing name and address of firm, name of inspector, restitution agreement, number of employees, and wage restitution. Filed alphabetically by name of firm. (Frequently, official.) 5 x 8 cards, 1 ft. 6 in., in drawer of metal cabinet. R. 917. (55632)

1248. RECEIPT FOR UNPAID WAGES, Dec. 1938 to date. Form CL 32, receipt for unpaid wages, showing date and amount of receipt, name and address of employer, employment period covered, and signature and address of recipient. Filed alphabetically by name of firm or employer. (Rarely, official.) 5 x 8 sheets and bundles, 4 ft., in pasteboard boxes. R. 917. (55631)

1249. CUMULATIVE RECORD OF RESTITUTION, Dec. 1938 to date. Form NYE 17, cumulative record of restitution, showing date of record, name and address of firm, name of inspector, and amount agreed on and paid. Filed chronologically. (Frequently, official.) 6 x 12 folders, 6 in., in drawer of steel filing case. R. 917. (55630)

1250. CLOSED AND DROPPED CASES, Dec. 1938 to date. Record of closed or dropped cases, including complaints, correspondence, memoranda, and copies of court orders and opinions. Filed alphabetically by name of firm or employer. Indexed. (Rarely, official.) 9 x 12 folders, 60 ft., in 36 drawers of steel filing cases. R. 908. (55627)

1251. TRAVEL CONTROL CARDS, Dec. 1938 to date. Travel control cards, showing name of traveler, station to which assigned, date voucher submitted, cost and date of travel, and destination. Filed alphabetically by name of traveler. (Frequently, official.) 5 x 8 cards, 1 ft. 6 in., in pasteboard box. R. 908. (55625)

1252. WAGE AND HOUR INFORMATION, Dec. 1938 to date. Copies of court decision and legal opinions in wage and hour cases. Filed chronologically. (Frequently, official.) 9 x 12 folders, 10 ft., in 5 drawers of steel filing cases. R. 908. (55626)

1253. LITIGATION PENDING, Dec. 1938 to date. Records of pending litigation; also copies of complaints and outlines of proposed court actions to be taken in near future. Filed alphabetically by name of firm or employer. (Frequently, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 908. (55621)

1254. COMPLAINT ANALYSIS SHEET, Dec. 1938 to date. Form AD 89, complaint analysis sheet, showing names and addresses of employer and complainant, code letter for type of industry, and whether violation is covered by Wage and Hour Law. Filed by name of inspector and alphabetically by name of employer. (Daily, official.) 5 x 8 sheets, 1 ft., in pasteboard box. R. 908. (55613)

1255. REGIONAL OFFICE MASTER CONTROL CARD, Dec. 1938 to date. Form AD 90, regional office master control card, showing name and address of establishment, file number, industry code letter, type of violation, inspection data, dates set for restitution, restitution completed, cases inspected in regional office, computed and reviewed, with regional attorney's opinions, and litigation, also findings on inspections, numbers of employees covered and uncovered, amount of back wages, dates of install-

ments, and remarks. Filed alphabetically by name of firm or employer. (Daily, official.) 5 x 8 cards, 12 ft., in 6 drawers of steel filing case. R. 908. (55614)

1256. CASE INDEX CARDS, Dec. 1938 to date. Case index cards, showing name of firm, status of case, and whether pending, active or closed. Filed alphabetically. (Daily, official.) 3 x 5 cards, 2 ft., in pasteboard boxes. R. 908. (55616)

1257. TALLY SHEETS, Jan. 1939 to date. Form RS 118, tally sheet, showing date, and number of cases mailed to Washington, analyzed, closed, pending, and designated for inspection. Filed chronologically. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 918. (55636)

1258. CORRESPONDENCE ON RESTITUTION CASES, Jan. 1939 to date. Correspondence with employers and employees relative to restitution cases. Filed alphabetically by name of firm. (Frequently, official.) 9 x 12 folders, 9 in., in drawer of steel filing case. R. 917. (55629)

1259. CLOSED CASES, Jan. 1939 to date. Complaints, affidavits, stipulations, testimony, and correspondence relative to closed cases. Filed alphabetically by name of firm or employer. (Rarely, official.) 10 x 12 folders, 6 ft., in drawers of steel filing cases. R. 908. (55617)

1260. INDUSTRY COMMITTEE FILE, Jan. 1941 to date. Opinions and findings of various committees of industry, concerning Wage and Hour Law. Filed numerically by committee number. (Frequently, official.) 9 x 12 folders, 4 ft., in drawers of steel filing cases. R. 908. (55620)