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INVENTORY OF FEDERAL ARCHIVES  
IN THE STATES

SERIES VIII  
THE DEPARTMENT OF THE INTERIOR  
NUMBER 14 IOWA

Iowa  
016.9777  
qH62i

HISTORICAL RECORDS SURVEY  
1940

FEDERAL WORKS AGENCY  
WORK PROJECTS ADMINISTRATION

OF IOWA

Harger-Blish Building  
Des Moines, Iowa

GEORGE J. KELLER  
ADMINISTRATOR

October 10, 1940

Miss Blanche A. Smith, Librarian  
State Traveling Library  
State Historical Building  
Des Moines, Iowa

Dear Miss Smith:

This copy of the INVENTORY OF FEDERAL ARCHIVES IN THE STATES, SERIES VIII, THE DEPARTMENT OF THE INTERIOR, NO. 14, IOWA, is sent to you with the compliments of the Iowa Historical Records Survey Program, a unit of the Professional and Service Division of the Work Projects Administration.

No acknowledgment is necessary. However, any comment which you may care to make will be appreciated, and may be sent to Mr. George J. Keller, State Administrator, Work Projects Administration, Harger-Blish Building, Des Moines, Iowa.

Very truly yours,

George J. Keller  
State Administrator  
Work Projects Administration



Helen Cresswell  
State Director  
Professional & Service Division

HC:OCS:V

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Professional and Service Projects  
Work Projects Administration

The National Archives  
Cooperating Sponsor

SERIES VIII. THE DEPARTMENT OF THE INTERIOR

NO. 14. IOWA

Des Moines, Iowa  
The Historical Records Survey Project  
1940

Iowa  
016.9777  
§ H62i

ii

The Survey of Federal Archives

Philip M. Hamer, National Director  
Joseph C. Knibbs, Supervisor in Charge of the Inventories  
for Iowa, Kansas, and Nebraska

Division of Professional and Service Projects

Florence Kerr, Assistant Commissioner  
Helen Cresswell, State Director

WORK PROJECTS ADMINISTRATION

F. C. Harrington, Commissioner  
George Keller, State Administrator

PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued since that date as a unit of the Historical Records Survey, also operating as a nation-wide project of the Works Progress Administration, and a group of state or local projects of that Administration and 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 to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

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

In Iowa the work of the Survey was under the direction of Mr. Francis E. Fitzgerald, Regional Director for Iowa, Kansas, and Nebraska from its inception until December 6, 1936. From that time until June 30, 1937, Professor James L. Sellers, of the University of Nebraska, directed the projects. Mr. E. H. Seibel served as State Supervisor in Iowa until August 1936 at which time he was succeeded by Mr. E. J. Kelly. From May 1, 1937 until June 30, 1937 Mr. Claude H. Brown acted as State Supervisor of the Iowa project. Since that time Mr. Joseph C. Knibbs, State Supervisor of the Survey of Federal Archives in Nebraska has had charge of the production of the Inventories for Iowa, Kansas, and Nebraska. This Inventory of the records of the Department of the Interior in Iowa was prepared in the Omaha, Nebraska, office of the Survey and was edited before final typing by Miss Elizabeth Edwards of the Washington office. It is reproduced in mimeographed form through the facilities of the Historical Records Survey.

Lincoln, Nebraska  
August 12, 1940

Joseph C. Knibbs, Supervisor in Charge  
of Inventory of Federal Archives  
in Iowa, Kansas, and Nebraska

**159073**

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THE GENERAL LAND OFFICE

THE GENERAL LAND OFFICEDES MOINES

## LAND OFFICE RECORDS

Office of The Secretary of State

The records listed below are in the custody of the Secretary of State for Iowa.

1. ORIGINAL RAILROAD TOWNSHIP PLATS, 1856 - 1885. Records of specific grants to the State of Iowa for the construction of railroads. (Rarely, official.) 14 x 18 vols., 6 ft., on open shelf in vault. R. 102. (2227)

2. ORIGINAL TOWNSHIP PLATS, 1832 - 1860. Surveyors' maps showing the principal physical features, the distance, and direction of survey lines. (Never.) 18 x 32 maps in book form (1630), 4 ft., on open shelf in vault. R. 102. (2228)

3. BOOKS OF LETTERS, 1832 - 1885. Reports and correspondence relating to surveys made by deputy surveyors and to various land grants to the state. (Never.) 10 x 14 vols., 8 ft., in enclosed steel cabinet. R. 102. (2229)

4. FIELD NOTE BOOKS, 1832 - 1860. Original notes made by surveyors on each day's work. (Never.) 6 x 8 vols., 38 ft. 4 in., on 14 open shelves in closed steel vault. R. 102. (2230)

5. GENERAL FILE, 1832 to date. Records relating to the survey of public lands, land grants, and the sale of public lands. (Rarely, official.) 10 x 12 bundles, 176 ft., in drawers of steel filing cases. Brittle, ink faded. R. 102. (2231)



THE GEOLOGICAL SURVEY

THE GEOLOGICAL SURVEYIOWA CITY

WATER RESOURCES BRANCH, DIVISION OF SURFACE WATER  
OFFICE OF THE DISTRICT ENGINEER  
University Hydraulic Laboratory  
S. Riverside Drive

This office, which has jurisdiction over the State of Iowa was established Oct. 15, 1932.

6. DISCHARGE MEASUREMENTS AND LEVEL NOTES, 1935 to date. (Daily, official.)  $8\frac{1}{2}$  x 11 folders, 1 ft. 9 in., in steel filing case drawer. R. 506. (78)
7. GAGE HEIGHTS, BOOKS AND CARDS, 1935 to date. (Daily, official.)  $8\frac{1}{2}$  x 11 envelopes, 2 ft. 3 in., in 2 steel filing case drawers. R. 506. (79)
8. RATING CURVE FOR CEDAR RIVER AT CEDAR RAPIDS, IOWA, 1934 to date. Charts. (Daily, official.) 24 x 36 sheets, 1 in., in 2 drawers of table. R. 506. (91)
9. MEASUREMENTS AND LEVEL NOTES, 1934 to date. (Daily, official.)  $8\frac{1}{2}$  x 11 folders, 3 ft. 2 in., in steel filing case drawer. R. 506. (92)
10. CURRENT ACCOUNTS AND CORRESPONDENCE, Jan. 1, 1933 to date. (Daily, official.)  $8\frac{1}{2}$  x 11 envelopes, 3 ft. 1 in., in 2 steel filing case drawers. R. 506. (93)

THE NATIONAL PARK SERVICE

THE NATIONAL PARK SERVICEDES MOINESBRANCH OF PLANNING AND STATE COOPERATION  
PROCUREMENT OFFICE  
Plymouth Bldg., 10th and Walnut Sts.

11. APPROVED PROJECT RECORDS, Oct. 1, 1935 to date. Records pertaining to projects in progress and those completed in all camps. (Daily, official.) 9 x 12 folders, 5 ft., in 3 steel filing case drawers. R. 402. (2304)
12. ALLOTMENTS FOR EXPENDITURES, 1933 - 1934. Allotments pertaining to financial expenditures, and to equipment and materials to be used in CCC camps. (Never.) 9 x 12 loose leaf books, 4 in., on 2 open wooden shelves. R. 402. (2305)
13. STOREHOUSE RECORDS, Dec. 31, 1936 to date. Forms 10 and 191, pertaining to equipment, office furniture, and materials for each camp. (Daily, official.) 6 x 12 loose leaf books, 2 ft., on 5 open wooden shelves. R. 402. (2306)
14. BUILDING ESTIMATES, 1933 to date. Tabulated financial cost and materials used in completing all CCC camp buildings in Iowa. (Daily, official.) 8 x 15 loose sheets, 8 ft., in 4 drawers of wooden desk and 2 piles lying on table. R. 402. (2307)
15. PROPERTY RECORDS, Oct. 1, 1935 to date. Memoranda pertaining to tools, lighting, equipment, heavy equipment, surveying equipment, tires, batteries, labor saving devices, and Army surplus. (Daily, official.) 9 x 12 folders and 4 x 6 cards, 8 ft., in 4 steel filing case drawers, 2 steel card cabinet drawers and pasteboard drawer. R. 402. (2308)
16. CORRESPONDENCE FILE, Oct. 1, 1935 to date. Correspondence with all CCC camps, the regional office, Omaha, Nebraska, the regional Army headquarters, Omaha, Nebraska, the Department of the Interior, Washington, D. C., and correspondence pertaining to gasoline loaned CCC camps. (Daily, official.) 9 x 12 folders, 5 ft., in 4 steel filing case drawers. R. 402. (2309)
17. ENCUMBRANCE RECORD, 1933 to date. Data pertaining to all ECW funds by Iowa CCC camps. 3 x 5 card index, 3 in. (Daily, official.) 24 x 36 loose leaf books, 3 ft., on 3 enclosed wooden shelves. R. 402. (2310)

18. BIDS, Apr. 1, 1937 to date. Form 33, pending material bids, specifications, tabulated data, and approved bids for materials. Form 40, telephone contracts. (Daily, official.) 9 x 12 folders, 2 ft., in 2 steel filing case drawers. R. 402. (2311)
19. PROPERTY RECORD CARD FILE, 1933 - July 1, 1936. Records pertaining to all lighting equipment used by CCC camps in State. (Frequently, official.) 4 x 6 loose cards, 5 ft., in 4 wooden card cabinets and pasteboard box. R. 402. (2312)
20. GENERAL FILE, Oct. 1, 1935 - Apr. 1, 1937. Abandoned camps and transit camp records which pertain to materials and equipment used. (Seldom, official.) 9 x 12 folders, 2 ft., in 2 steel filing case drawers. R. 402. (2313)
21. PROPERTY TOOL RECORDS, 1934 - 1935. Tabulated ledger sheets pertaining to tools used in CCC camps. (Never.) 8 x 15 loose leaf books, 6 in., on table. R. 402. (2314)
22. MONTHLY PROJECT REPORTS, Apr. 1, 1935 to date. Containing summary of material, equipment, work progress, narrative of work completed, and educational progress. (Daily, official.) 9 x 12 folders, 5 ft., in 3 steel filing case drawers. R. 402. (2315)
23. GENERAL FILE, May 1933 - Oct. 1935. Office correspondence with the regional office, Omaha, Nebraska, Department in Washington, D. C., and with firms, pertaining to bids, applications and allotments, requests, and Army personnel. (Never.) 9 x 12 folders, 11 ft., in 6 steel filing case drawers. R. 402. (2316)
24. GENERAL CAMP CORRESPONDENCE, May 1933 - Oct. 1935. Covering the first five, six month periods. (Never.) 9 x 12 folders, 21 ft., in 11 steel filing case drawers. R. 402. (2317)
25. CAMP PROJECT PLAN REGISTER, Oct. 1, 1936 to date. Data referring to all plans sent to each camp, showing number of blueprint plan, what the plan is for, and date. (Daily, official.) 9 x 12 loose leaf books, 2 in., on open wooden shelf. R. 402. (2318)
26. FIRST AND SECOND PERIOD AFE RECORDS, May 1933 - May 1934. Records pertaining to approved projects, tools and equipment requirements, and allotment records. (Seldom, official.) 9 x 12 loose leaf books, 2 ft., lying on top of file. R. 402. (2319)
27. PROJECT STATUS RECORD, Oct. 1935 to date. Record pertaining to progress of each project in the CCC camps and showing date of approval, cost, expenditure on each project, and number of man-days. (Daily, official.) 9 x 14 loose leaf books, 3 in., lying on top of file. R. 402. (2320)

28. APPLICATIONS, May 1933 to date. Made by those applying for positions with this office. (Daily, official.) 9 x 12 folders, 4 ft., in 2 steel filing case drawers. R. 402. (2321)

29. TELEGRAMS, Apr. 1, 1936 to date. Copies of telegrams to and from CCC camps and various departments in the state. (Daily, official.) 9 x 12 folders, 4 in., in steel filing case drawer. R. 402. (2322)

30. PERSONNEL RECORDS, 1933 to date. Data pertaining to personnel changes, confidential reports, correspondence, and all records of each employee. (Daily, official.) 9 x 12 folders, 8 ft., in 4 steel filing case drawers. R. 402. (2323)

31. PAYROLL RECORDS, Apr. 1, 1935 to date. Of all personnel in the National Park Service in the state. (Frequently, official.) 9 x 12 folders, 1 ft., lying on top of file. R. 402. (2324)

32. UNPAID PURCHASE ORDERS, 1934 to date. Pertaining to special funds, bills of lading, appropriations, invoices, requests for office supplies, schedules for unliquidated purchase orders, and Government paid bills of lading. (Daily, official.) 9 x 12 folders, 6 ft., in 3 steel filing case drawers. R. 402. (2325)

33. ENCUMBRANCE RECORDS AND ALLOTMENT LEDGER, June 1933 to date. Form 1015A, pertaining to all appropriations, showing the tabulated expenditures from each allotment. (Daily, official.) 9 x 12 folders and 9 x 16 loose leaf books, 3 ft., in steel filing case drawer. R. 402. (2326)

34. PAID BILLS OF LADING, Jan. 1, 1934 to date. By the finance officer, Washington, D. C. (Daily, official.) 9 x 12 loose leaf books, 1 ft., on open wooden shelf. R. 402. (2327)

35. PAID PURCHASE ORDERS WITH VOUCHERS, July 1933 to date. Requests of all CCC camps throughout the state. (Daily, official.) 9 x 12 folders, 24 ft., in 12 drawers of steel filing cases. R. 402. (2328)

36. JOB RECORDS, Oct. 1935 to date. Data referring to work performed within state parks, including a full record of the job, and related correspondence. (Daily, official.) 9 x 12 folders, 6 ft., in 3 wooden filing case drawers. R. 402. (2329)

37. MISCELLANEOUS FILE, 1936 to date. Personnel file of abandoned camps, accident reports, inspectors' records, and correspondence relating to operation of each camp. (Daily, official.) 9 x 12 folders, 6 ft., in 3 wooden filing case drawers. R. 402. (2330)

NORWALKBRANCH OF PLANNING AND STATE COOPERATION  
REGIONAL OFFICE NO. 6  
Administration Bldg., Camp Airport

38. GENERAL FILE, Dec. 20, 1935 to date. Correspondence and all records pertaining to the National Park Service, together with maps and blueprints. Filed alphabetically. (Daily, official.) 8 x 10 folders, 2 ft., in 2 steel filing case drawers. Engineer's Room. (2)
39. LABOR RECORDS, Dec. 20, 1935 to date. Showing the amount of labor expended on approved projects. Filed chronologically. (Daily, official.) 8½ x 14 vol., 1 in., in steel filing case drawer. Engineer's Room. (5)
40. EQUIPMENT RENTAL, Dec. 20, 1935 to date. Showing the amount of money allocated, the amount expended by approved contract, and to whom paid. Filed chronologically. (Daily, official.) 8 x 10 loose leaf books, 2 in., in steel filing case drawer. Engineer's Room. (3)
41. JOURNAL, Dec. 20, 1936 to date. Showing the amount of money spent for material on each project. Arranged chronologically. (Weekly, official.) 8½ x 14 vol., 1 in., in steel filing case drawer. Engineer's Room. (4)
42. PERPETUAL INVENTORY, Dec. 20, 1935 to date. Record of all tools and equipment, vendor, date, and price. Filed alphabetically. (Daily, official.) 5 x 11 loose leaf books, 3 in., in steel filing case drawer. Engineer's Room. (1)

VALLEY JUNCTIONBRANCH OF PLANNING AND STATE COOPERATION  
WORK CAMP NO. 3  
Held Garage, 4th and Maple Sts.

This work camp is staffed with Work Projects Administration labor, as are other camps like it.

43. GENERAL FILE, Mar. 1936 to date. Requisitions for material, workers payrolls, labor reports, blueprints, project reports, and project approvals. (Daily, official.) 8 x 11½ folders, 3 ft., in 2 steel filing case drawers. NE. room, 1st floor. (21)
44. CLOSED FILE, Mar. 1935 - Sept. 1, 1936. Approved project reports, general correspondence, purchase orders, telegrams, and blueprints. (Frequently, official.) 8 x 11½ folders, 2 ft., on 2 open wooden shelves. Closet. (22)

THE OFFICE OF INDIAN AFFAIRS



THE OFFICE OF INDIAN AFFAIRSTOLEDO

SAC AND FOX SANATORIUM  
OFFICE OF THE SUPERINTENDENT AND PHYSICIAN  
1 mi. W. on Rural Road

This office was established in 1896 as a boarding school for Indians and in 1916 it was converted into an Indian sanatorium for the Sac and Fox tribes. Annual reports are sent to Washington, D. C.

45. SUPPLIES AND FARM STOCK, Mar. 1924 to date. Correspondence relative to various needs and supplies of the institution; standard specification books as well as folders describing equipment, clothing, and food for sale; records of open market purchases, annual estimates, bids and awards, surplus property and supplies, general schedule of supplies, standard specifications, and price lists. Indexed. (Daily, official.) 10 x 14 envelopes, 6 ft., in 3 drawers of steel filing case. SW. corner, R. 1. (1)

46. HEALTH AND SOCIAL RELATIONS, May 1918 to date. Correspondence with individuals who have sent money or gifts to patients; death certificates; rules and regulations; and records of relief work at the sanatorium. Volume index. (Semi-annually, official.) 9 x 12 pockets, 1 ft., in drawer of steel filing case. SE. corner, R. 1. (2)

47. PATIENTS' HOSPITAL REPORTS AND HEALTH SURVEYS, Jan. 1917 to date. Correspondence, tabulations, and charts; records of patients now in the hospital; monthly and weekly hospital and nurses' reports; and records of community meetings for discussions of differences. Indexed. (Weekly, official.) 10 x 12 pockets, 3 ft., in 2 drawers of steel filing case. SE. corner, R. 1. (3)

48. EDUCATIONAL PROGRAM, May 1923 to date. Correspondence; records relating to the difficulties with Indians in sending children to school; school reports, requests, clippings, surveys, rules and regulations; photos of Indian homes, schools, and activities. Volume index. (Weekly, official.) 10 x 12 pockets, 2 ft. 6 in., in drawer of steel filing case. SE. corner, R. 1. (4)

49. DUPLICATE CHECKS AND FARMERS' REPORTS, Oct. 1934 to date. Duplicates of checks issued; farmers' weekly reports for 1930; and food records. (Monthly, official.) 10 x 15 loose leaf books, 1 ft. 6 in., in drawer of steel filing case. SE. corner, R. 1. (5)

50. EMERGENCY CONSERVATION FILES, July 1933 to date. Correspondence, reports, maps, charts, photographs, time sheets, payrolls, safety regulations, and all records relative to the conservation program on the Indian reservation, including insect control, dams, erosion, and highways. Indexed. (Weekly, official.) 10 x 14 envelopes and pockets, 2 ft., in drawer of steel filing case. SE. corner, R. 1. (6)
51. RECORDS OF INDIVIDUAL INDIANS, 1916 to date. Correspondence, reports, statements, school applications, wills, notes, affidavits, purchasing orders, receipts, bills of sale; copies of birth and death certificates, court records, and judgment entries; this file is maintained principally as a place of safekeeping for personal papers. Indexed. (Frequently, official.) 9 x 12 envelopes and pockets, 7 ft., in 4 drawers of steel filing case. SE. corner, R. 1. (7)
52. HEIRSHIP CASES, Nov. 1910 to date. Correspondence, tabulations, reports, statement of facts, wills, testaments, degree of relation, and court copies of court cases in reference to heirs of estates. Indexed. (Semi-monthly, official.) 9 x 12 envelopes and pockets, 1 ft. 8 in., in drawer of steel filing case. SE. corner, R. 1. (8)
53. SCHOOL RECORDS, May 1916 - Mar. 1928. Correspondence, reports, charts, enrollment, vacation requests, report cards, pupils standing, attendance sheets, papers of pupils, examination papers, and correspondence to schools concerning pupils. Indexed. (Monthly, official.) 9 x 12 envelopes and pockets, 3 ft., in drawer of steel filing case. SE. corner, R. 1. (9)
54. EX-PATIENTS' FILE, Jan. 1916 to date. Correspondence, charts, reports, releases, discharges, patients' cash accounts, credits, purchases, requests, and correspondence to and from parents, guardians and schools, concerning patients. Volume index. (Semi-weekly, official.) 10 x 12 envelopes and pockets, 8 ft., in 4 wooden filing case drawers. SE. corner, R. 1. (10)
55. GENERAL AND STATISTICAL CORRESPONDENCE, June 1916 to date. Correspondence, forms, booklets, mimeograph forms, Indian office and school correspondence, and unclassifiable letters. Indexed. (Daily, official.) 9 x 12 pockets, 3 ft., in 2 steel filing case drawers. SE. corner, R. 1. (11)
56. PUBLICATIONS, Sept. 1910 to date. Correspondence, manuals, books, various copies of Indian school publications, mimeographs and printed forms, Indian office publications, other government publications, maps, charts, directories, trade journals, and subscriptions. Indexed. (Rarely, official.) 9 x 12 pockets, 1 ft. 6 in., in steel filing case drawer. SE. corner, R. 1. (12)
57. STATISTICS, May 1928 to date. Correspondence, charts, forms, physicians' annual reports, field and outing motors reports, and farmers', dairymen's and stockmen's reports. Indexed. (Weekly, official.) 10 x 14 pockets, 1 ft. 6 in., in steel filing case drawer. SE. corner, R. 1. (13)

58. TRIBAL RELATIONS, INDIAN CUSTOMS, May 1910 to date. Correspondence, tabulations, reports, negotiations with Indians, treaties, enrollments, citizenship, tribal rolls, councils, elections, delegations, business committees, Indian customs, apparel, school census, law and order, and inquiries about Indian customs. Indexed. (Monthly, official.) 9 x 12 pockets, 1 ft. 6 in., in steel filing case drawer. SE. corner, R. 1. (14)
59. CORRESPONDENCE OF ORGANIZATIONS INTERESTED IN INDIANS, May 1925 to date. Correspondence consisting of letters and replies of organizations wishing to contribute to or help in some way, the Indians of the Sac and Fox Tribes. Indexed. (Semi-annually, official.) 9 x 12 pockets, 6 in., in steel filing case drawer. SE. corner, R. 1. (15)
60. ADMINISTRATION AND CONTROL, RULES AND REGULATIONS, POLICY, June 1916 to date. Correspondence, tabulations, office methods, industrial progress, circulars, hunting and fishing licenses, health rules and regulations, and condition of each Indian home, land cultivated, and the type of work done by the Indian Buck of each family of the Sac and Fox Tribe for 1929. Volume index. (Monthly, official.) 9 x 12 pockets, 8 in., in steel filing case drawer. SE. corner, R. 1. (16)
61. PERSONNEL OR STATUS FILE AND APPLICATIONS FOR POSITIONS, Jan. 1922 to date. Information on each employee of this agency; also correspondence in regard to securing employment and leaves of absence. Indexed. (Weekly, official.) 9 x 12 pockets, 2 ft., in steel filing case drawer. SE. corner, R. 1. (17)
62. MISCELLANEOUS RECORDS, Oct. 1916 to date. Correspondence, tabulations, leaflets, federal and state laws, list of attorneys, powers of attorney, affidavits of one Indian against another, rape cases and forcible school attendance, court records, court decisions, and transportation records of employees and school children. Indexed. (Rarely, official.) 9 x 12 pockets, 1 ft., in steel filing case drawer. SE. corner, R. 1. (18)
63. FINANCE AND ACCOUNTS, July 1916 to date. Correspondence, tabulations, charts, records of personal service, construction, supplies and stock, heat, light, power, gas, freight and passenger transportation, estimates, advance appropriations, and fingerprinting of employees. Indexed. (Monthly, official.) 9 x 12 pockets, 9 in., in steel filing case drawer. SE. corner, R. 1. (19)
64. FUNDS, EXCEPTIONS, July 1917 to date. Trusts, Indian tribal, Indian money, proceeds from labor, treaty, reimbursable, school support, federal support, transportation, and repairs and improvement funds, cash accounts; exceptions, Indian and general accounting, traveling auditors' reports, correspondence in reference to withdrawal of allotment funds, requests for cash, advance of funds, cancelled and duplicate checks, individual Indian money, bad checks, bonded banks, federal reserve and local deposits, treasury list of deposits, official receipts, bonds or securities covering investments of individual Indian money, trial balance and exceptions to same, payrolls, statement of disbursing officers transactions, miscellaneous papers supporting the register, reimbursable

accounts, property report, losses, and property on hand. Indexed. (Weekly, official.) 10 x 14 pockets, 3 ft. 6 in., in 2 steel filing case drawers. SE. corner, R. 1. (20)

65. ANNUITIES AND CLAIMS, May 1916 to date. Tabulations, correspondence, charts, payments to Indians, claims against the railroad and motorists, telephone, telegrams, and miscellaneous claims. As the Lincoln Highway and two main railroads pass thru the reservation, the Indians' horses are often killed on the right of way. Volume index. (Quarterly, official.) 9 x 12 pockets, 1 ft., in steel filing case drawer. SE. corner, R. 1. (21)

66. CONTRACTS, July 1922 to date. Contracts for personal service, supplies, stock, construction and buildings, heat, light, power, gas, telephone, telegraph, freight and passenger transportation; also relative correspondence. Indexed. (Yearly, official.) 10 x 12 pockets, 6 in., in steel filing case drawer. SE. corner, R. 1. (22)

67. LAND DATA, Mar. 1922 to date. Correspondence, charts, maps, tabulations, grazing matters, taxes, surveys and plats of boundaries, public lands; forest reserves, school lands, lease of lands, records of mines, improvements, fences, drainage, estates, and right of way. Indexed. (Monthly, official.) 9 x 12 pockets, 2 ft., in steel filing case drawer. SE. corner, R. 1. (23)

68. BUILDING AND BUILDING EQUIPMENT, 1897 to date. Correspondence, charts, tabulations, blueprints of buildings and schools, records of trades, administration, farm, health, dwellings, religion, miscellaneous buildings, equipment plans, drawings, and prints. Indexed. (Semi-monthly, official.) 10 x 14 pockets, 2 ft., in steel filing case drawer. SE. corner, R. 1. (24)

69. ANNUAL REPORT, 1935. Correspondence, annual report of division of extension and industry, Sac and Fox Agency; also photos of Indians at work in the welfare of home and community. Indexed. (Yearly, official.) 9 x 12 loose leaf books, 1 in., in steel filing case drawer. SE. corner, R. 1. (25)

70. TRANSFER FILES, 1906 - 1933. Correspondence, reports, charts, annual reports, 1917 - 1930, liquor suppression, miscellaneous letters, application for position, trial balances, annual estimate of needs, repairs and improvements, livestock, transportation, births, old personnel files. Indexed. (Occasionally, official.) 9 x 12 envelopes and pockets, 5 ft. 3 in., in 3 steel filing case drawers. SE. corner, R. 1. (26)

71. LEGISLATION, DEPARTMENTAL RELATIONS, Sept. 1910 to date. Correspondence, mimeograph forms, circulars, proposed legislation, congressional committees, records of liquor cases, pooja, intoxicants and drugs, forest service, plant industry, interior department, department of justice, post office, treasury, other departments. There also are facts about the use of pooja and liquor by Indians that are of interest, as revealed by correspondence between the sanatorium and departmental heads. Volume

index. (Frequently, official.) 9 x 12 pockets, 1 ft., in steel filing case drawer. SE. corner, R. 1. (27).

72. SCHOOL AND TRIBAL STRIFE, POW-WOW TROUBLES, AND SURVEY OF RESERVATION, July 1916 - May 1935. Reports and correspondence of the superintendent of schools showing the difficulties at the school. Survey of reservation, 1929: a narrative report by the field nurse giving a rather complete history of the Sac and Fox tribes; containing a list of T. B. deaths from 1919 thru 1929, the number of cases of trachoma, the number of homes, Indian census, health census and report of clinic for school children, individual Indians' names, work done, income, and conduct. Index to family records; list of names of all Indians, and family record. Tribal council: copy of council proceedings, copy of list of appointed chiefs, and minutes of meetings held by the old council. Old Indian council vs. pow-wow committee and United States: suit for the accounting of proceeds of the annual pow-wow. Claim of Eagles vs. pow-wow committee; rules, regulations, and by-laws of the committee; also correspondence from E. R. Harlan, curator, State of Iowa, pertaining to Indian pow-wows, 1920. Volume index. (Monthly, official.) 10 x 14 envelopes and paper packages, 1 ft. 6 in., on top of west file case. SE. corner, R. 1. (28)

73. PICTURES OF INDIAN HOMES, n. d. Photographs of various houses, showing by whom owned, accompanied by letters, age of owner, Indian degree, status, family, a brief description of the house, occupation of owner, what he owns and what his children do. (Rarely, official.) 10 x 12 vols. and loose leaf books, 2 in., on file cabinet. SE. corner, R. 1. (29)

74. ANNUITY PAYROLLS, 1881 to Apr. 1934. Record book showing amount of annuity payments made to Indians, name of Indian, date of birth and death; the records of 1881 - 83 are photostatic copies. Volume index. (Weekly, official.) 16 x 24 loose leaf books and loose sheets, 2 ft., on file case. Damaged by careless handling, dirty, torn, bindings broken. SE. corner, R. 1. (30)

75. POW-WOW AND MISCELLANEOUS FILE, May 1899 - Feb. 1933. Correspondence, tabulations, news clippings, photographs, records of pow-wows; reforestation, Mesquakie Indians, drainage, liquor traffic, dances, law and order, business councils, activities, and correspondence and miscellaneous articles on Indians. See addenda. Volume index. (Rarely, official, and for historians.) 10 x 14 envelopes and pockets, 1 ft., in wire basket on top of file case, in vault. Brittle, torn. SE. corner, R. 1. (31)

76. SAC AND FOX INDIVIDUAL HISTORY CARDS, 1915 to date. Records of ancestry of each individual Indian, showing degree of blood, and all relation. (Occasionally, official.) 10 x 14 loose leaf books, 4 in., on open shelf. Ink faded. S. center, R. 2. (32)

77. SCHOOL CENSUS FILE, Jan. 1936 to date. Pre-school, all Indian pupils, and school history cards. Alphabetically arranged. (Weekly, official.) 4 x 6 index cards, 8 in., in card cabinet. S. center, R. 2. (33)

78. CIRCULARS, 1915 to date. Mimeograph forms, correspondence, and 200 miscellaneous circulars from the Indian office relating to instructions and policies of the Indian service. (Weekly, official.) 10 x 14 loose leaf books, 5 ft. 8 in., in 17 binding cases on enclosed shelf. S. center, R. 2. (34)

79. OLD FILES (TRANSFERRED), 1906 - 1914. Correspondence, charts, tabulations, general file of old records, mostly institutional, school and reservation correspondence, and photographs of institution 1911. (Rarely, official.) 10 x 12 envelopes and pockets, 8 ft., in 4 wooden filing case drawers. Ink faded. R. 3, upstairs. (35)

80. EMERGENCY CONSERVATION RECORDS, 1933 - 1934. Blueprints, charts, maps; also program of Indian conservation work (IECW) for 1933 - 1934. (Rarely, official.) 10 x 12 envelopes and 24 x 36 paper pkgs., 1 ft. 6 in., in wooden crate. Dirty. R. 3, upstairs. (36)

81. RECORD OF AUTHORITIES (ADDITIONAL), 1907 - 1914. Record of expenditures showing to whom paid and for what purpose. (Rarely, official.) 10 x 13 vols., 1 in., on shelf. R. 3, upstairs. (37)

82. DAIRY RECORDS, Sept. 7, 1913 to date. Charts, records, correspondence, certificate of registry, pedigrees, produce record, breed, disposition, and photographs of registered cows. (Weekly, official.) 10 x 12 vols., envelopes and loose leaf books, 1 ft., in pasteboard box. Scattered. SE. corner, R. 1. (38)

83. MESQUAKIE BOOSTER, June 1913 - Jan. 1917. Copies of issues of small newspaper which was published by the Indians. (Rarely, official.) 10 x 15 vols., 1 in., on safe. Brittle. SE. corner, R. 1. (39)

84. RECORD OF AUTHORITIES, Oct. 14, 1921 - Mar. 19, 1924. Authorized expenditures for various articles and itemized list of expended account, to whom paid, and reason. (Rarely, official.) 10 x 13 vol., 1 in., on top of safe, in vault. Dirty. SE. corner, R. 1. (40)

85. INDIAN LABOR, EMPLOYEES, AND ACCOUNTING SYSTEM, June 7, 1922 - Nov. 10, 1923. Time book, containing names, hours, days, and amount paid Indians for labor, employees' time, 1923; also record of United States Indian service accounting system, 1917. (Rarely, official.) 9 x 14 vols., 1 ft., on top of safe, in vault. SE. corner, R. 1. (41)

86. HOSPITAL RECORD CARDS, 1913 - 1927. Showing name, age, sex, blood, parent, address, date admitted, date discharged, physician and remarks concerning patients who were in the hospital; also correspondence. (Rarely, official.)  $3\frac{1}{2}$  x 5 card case, 1 ft. 2 in., in card cabinet. SE. corner, R. 1. (42)

87. REQUISITION FOR PROPERTY, Mar. 1, 1932 to date. Requisition forms, containing requests from Indians and employees of the sanatorium for stores in the warehouse. Volume index. (Weekly, official.) 8 x 12 pockets, 1 ft. 6 in., in drawers of wooden filing case. SE. corner, R. 1. (43)

88. BALLOTS AND POLL BOOK, ELECTION, Apr. 28, 1928 - May 1, 1929. Correspondence, ballots of primary election, ballots of election of business committee, May 1, 1929, ballots of voting on funds and roll, Apr. 28, 1928, and a poll book of voters. Volume index. (Rarely, official.) 9 x 14 vols. and envelopes, 1 ft., on safe, in vault. SE. corner, R. 1. (44)
89. BILLS PASSED BY CONGRESS RELATIVE TO INDIAN AFFAIRS AND 4-H CLUB MATERIAL, Apr. 25, 1932 to date. Tabulations, reports, newspaper clippings, photos, government publication of bills submitted to Congress and bills passed, letters from the Commissioner of Indian Affairs in reference to such bills, 4-H Club material, clippings, medals, and awards. Volume index. (Yearly, official.) 10 x 14 vols. and envelopes, 1 ft., on top of safe, in wire letter file. Ink faded. SE. corner, R. 1. (45)
90. CHECK REGISTER, Jan. 1, 1922 - Oct. 9, 1932. Treasury check register giving deposits, dates, number, payee, voucher number, date paid, and amount. Volume index. (Occasionally, official.) 15 x 15 vol., 2 in., on top of safe, in vault. Dirty. SE. corner, R. 1. (46)
91. CASH ACCOUNTS, Jan. 1931 to date. Vouchers, tabulations, disbursement vouchers, made out each month. Volume index. (Daily, official.) 10 x 14 envelopes, 12 ft., on 2 shelves, under desk, in vault. SE. corner, R. 1. (47)
92. FIXED PROPERTY CARDS, STORES, June 5, 1923 to date. Of control-plant buildings, school equipment, agency, medical sanatorium, miscellaneous equipment, stores, groceries, shoes, emergency conservation equipment and Indian issues, showing value of property and stores on hand to date. Volume index. (Daily, official.) 5 x 8 pockets, 1 ft., 3 in., in card cabinet. SE. corner, R. 1. (48)
93. COMMUNICATION, INSPECTION AND INVESTIGATIONS, OFFICERS AND EMPLOYEES, May 1916 to date. Correspondence, tabulations, charts and blueprints, incoming and outgoing telephone, telegraph route, roster, information, inspection reports, actual photographs of cottages, blueprints of same, and employees' requirements. Volume index. (Monthly, official.) 9 x 12 pockets, 1 ft. 6 in., in steel filing case drawer. SE. corner, R. 1. (49)
94. CASH ACCOUNTS (ADDITIONAL), 1918 - 1933. Report forms, and vouchers. (Rarely, official.) 9 x 11 paper packages, 15 ft., on 3 open wooden shelves. R. 3. (49a)
95. DIARY, CORRESPONDENCE COPIES, EMPLOYEES, 1907 - 1914. Record books, correspondence, tissue copies of all letters leaving institution, the superintendent's business diary, early employees records, time books, check stubs, and circulars from Indian office. (Rarely, official.) 10 x 14 vols. and loose leaf books, 2 ft., on open wooden shelf. Damaged by rodents, dirty. R. 3. (50)

96. CORRESPONDENCE, LETTERS FROM CHRONOLOGICAL FILES, July 1914 - Jan. 1927. Letters leaving this sanatorium to all other agencies, individuals, concerns, and governmental departments. (Quarterly, official.) 10 x 12 loose leaf books, 8 ft., in 29 cardboard cases. R. 3. (51)
97. GENERAL FILE (OLD), Oct. 1901 - Jan. 1928. Correspondence, charts, reports, blueprints, general files, applications, supplies, law and order, miscellaneous, transportation, vouchers, payroll, institution and reservation blueprints. (Rarely, official.) Various sized folders, envelopes, and pockets, 13 ft., on open wooden shelf and in pasteboard box. Dirty, scattered, ink faded. R. 3, upstairs. (52)
98. PATIENTS' FILES, Aug. 1923 to date. Charts, records, reports, each patient's record of treatment, diagnosis, various charts, and nurses' reports. Alphabetically filed. (Occasionally, official.) 10 x 12 pockets, 8 ft., in 4 steel filing case drawers. R. 1, 1st floor. (53)
99. PATIENTS' RECORDS, Feb. 1930 to date. Charts, reports, records, individual patient files, personal histories, hospital charts, and various forms and charts on patient's condition. (Daily, official.) 10 x 12 pockets, 7 ft., in 4 steel filing case drawers. R. 2, 2d floor. (54)
100. LETTERS FROM CHRONOLOGICAL FILE, Dec. 1, 1926 - June 30, 1935. Carbon copies of all letters leaving this institution. Volume index. (Occasionally, official.) 9 x 12 loose sheets, 5 ft., in 22 cardboard transfer cases. SE. corner, R. 1. (55)



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